



A G E N D A

FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, JANUARY 15, 2007

COMMENCING AT 3:00 P.M.

- (1) Confirmation of the Minutes of the Regular Meeting of Monday, December 18, 2006

(2) **UNFINISHED BUSINESS**

1. Legislative & Administrative Services Manager – *Re: Borrowing Bylaws for Capital Projects:*

- (a) Bylaw 3333/A-2006 – Wastewater Treatment Plant
 - (b) Bylaw 3334/A-2006 – Water Treatment Plant
 - (c) Bylaw 3369/2006 – Civic Office Space Development
 - (d) Bylaw 3370/2006 – Downtown Police Building
 - (e) Bylaw 3371/2006 – G.H. Dawe Centre Renovation
 - (f) Bylaw 3372/2006 – Golden Circle Renovation
 - (g) Bylaw 3373/2006 – Implementation of Enterprise Asset Management System
 - (h) Bylaw 3375/2006 – North Highway Connector Project
 - (i) Bylaw 3376/2006 – Sanitary Offsite Levy Project
 - (j) Bylaw 3377/2006 – Storm Offsite Levy Project
 - (k) Bylaw 3378/2006 – Water Offsite Levy Project
- (Consideration of 2nd & 3rd Readings of the Bylaws)

2. Engineering Services Manager – *Re: Proposed 2006 and 2007 Off-Site Levy Rates / Off-Site Levy Bylaw 3380/2006*
(Consideration of 2nd & 3rd Readings of the Bylaw) .. 3

(3) PUBLIC HEARINGS

1. Land and Appraisal Coordinator and Land & Economic Development Manager – *Re: Road Closure Bylaw 3379/2006 for the Unnamed Road in Riverside Heavy Industrial Park, Municipal Yards Site, City of Red Deer*
(Consideration of 2nd & 3rd Readings of the bylaw) .. 16
2. Parkland Community Planning Services – *Re: Land Use Bylaw Amendment 3357/O-2006 – Rezoning of 1.35 ha Portion of Land From I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District / Riverside Heavy Industrial*
(Consideration of 2nd & 3rd Readings of the Bylaw) .. 19

(4) REPORTS

1. Assessment & Taxation Services Manager – *Re: 2007 Supplementary Assessment Bylaw 3381/2007*
(Consideration of 3 Readings of the Bylaw) .. 24
2. Assessment & Taxation Services Manager – *Re: Intervener Status – City of Calgary and Town of Claresholm 2007 Equalized Assessment Appeals* .. 26
3. Legislative & Administrative Services Manager – *Re: Downtown Business Association's 2007 Budget* .. 29

4. Legislative & Administrative Services Manager – *Re: Resolutions for the 2007 FCM Annual Convention, June 1 – 4, 2007, Calgary* .. 42
5. Returning Officer / Legislative & Administrative Services Manager – *Re: 2007 Municipal Election – Monday, October 15, 2007 - Election Bylaw 3382/2007*
(Consideration of 3 Readings of the Bylaw) .. 46
6. Parkland Community Planning Services – *Re: Land Use Bylaw Amendment 3357/B-2007, Rezoning of 3.854 Hectares of Land from A1 Future Urban Development District to R1N Residential Narrow Lot District and P1 Parks and Recreation District / Johnstone Crossing Neighbourhood – Phase 8 / City of Red Deer*
(Consideration of 1st Reading of the Bylaw) .. 69
7. Parkland Community Planning Services – *Re: Land use Bylaw Amendment 3357/A-2007 / 4641 – 49 Street / Allow a Law Office and Designation of Property as Historically Significant / Parkvale Neighbourhood* .. 73
(Consideration of 1st Reading of the Bylaw)
8. Personnel Manager - *Re: Appointment of new City Manager* .. 84

(5) CORRESPONDENCE

1. Red Deer Curling Centre, dated November 27, 2006 – *Re: Request for Municipal Support for:*
 - (a) *Municipal support of the sale of the current curling facility to other groups*
 - (b) *Municipal support in locating recreational property within the City of Red Deer for the use of building a new curling facility*
 - (c) *Municipal financial support of one million dollars from the 2007 budget year.* .. 86

2. Red Deer Public School District, dated November 14, 2006 –
Re: Consideration of Closure of Pines Community School .. 93

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

(8) **ADMINISTRATIVE INQUIRIES**

(9) **BYLAWS**

1. **3333/A-2006** – Bylaw to amend Borrowing Bylaw 3333/2004
to increase the borrowing authority for the Wastewater
Treatment Plant
(2nd & 3rd Readings of the Bylaw) .. 1
.. 121
2. **3334/A-2006** – Bylaw to amend Borrowing Bylaw 3334/2004
to increase the borrowing authority and maximum
borrowing term for the Water Treatment Plant
(2nd & 3rd Readings of the Bylaw) .. 1
.. 122
3. **3369/2006** – Borrowing Bylaw for the Civic Office Space
Development Project
(2nd & 3rd Readings of the Bylaw) .. 1
.. 124
4. **3370/2006** – Borrowing Bylaw for the Downtown Police
Building Project
(2nd & 3rd Readings of the Bylaw) .. 1
.. 126

5. **3371/2006** – Borrowing Bylaw for the G.H. Dawe Centre
Renovation Project
(2nd & 3rd Readings of the Bylaw) .. 1
.. 128
6. **3372/2006** – Borrowing Bylaw for the Golden Circle
Renovations Project
(2nd & 3rd Readings of the Bylaw) .. 1
.. 130
7. **3373/2006** – Borrowing Bylaw for the Implementation of
Enterprise Asset Management System Project
(2nd & 3rd Readings of the Bylaw) .. 1
.. 132
8. **3375/2006** – Borrowing Bylaw for the North Highway
Connector Project
(2nd & 3rd Readings of the Bylaw) .. 1
.. 134
9. **3376/2006** – Borrowing Bylaw for the Sanitary Offsite Levy
Projects
(2nd & 3rd Readings of the Bylaw) .. 1
.. 136
10. **3377/2006** – Borrowing Bylaw for the Storm Offsite Levy
Projects
(2nd & 3rd Readings of the Bylaw) .. 1
.. 138
11. **3378/2006** – Borrowing Bylaw for the Water Offsite Levy
Projects
(2nd & 3rd Readings of the Bylaw) .. 1
.. 140

12. **3357/O-2006** – Land Use Bylaw Amendment - Rezoning of
1.35 ha Portion of Land From I2 Industrial (Heavy Industrial)
District to P1 Parks and Recreation District / Riverside
Heavy Industrial
(2nd & 3rd Readings) .. 19
.. 142

13. **3357/B-2007** - Land Use Bylaw Amendment - Rezoning of
3.854 Hectares of Land from A1 Future Urban Development
District to R1N Residential Narrow Lot District and P1 Parks
and Recreation District / Johnstone Crossing
Neighbourhood – Phase 8 / City of Red Deer
(1st Reading) .. 69
.. 144

14. **3357/A-2007** – Land Use Bylaw Amendment / Allow a Law
Office and Designation of Property as Historically Significant
/ Parkvale Neighbourhood .. 73
(1st Reading) .. 146

15. **3379/2006** – Road Closure Bylaw - for the Unnamed Road in
Riverside Heavy Industrial Park, Municipal Yards Site, City
of Red Deer
(2nd & 3rd Readings) .. 16
.. 148

16. **3380/2006** - Off-Site Levy Bylaw for 2006/2007
(2nd & 3rd Readings) .. 3
.. 149

17. **3381/2007** – 2007 Supplementary Assessment Bylaw
(3 Readings) .. 24
.. 160

18. **3382/2007** – Election Bylaw
(3 Readings) .. 46
.. 161

SCHEDULED ITEMS
MONDAY, JANUARY 15, 2007

| TIME | PAGE | RES. OR BYLAW | DESCRIPTION | GUESTS | WISHES TO SPEAK |
|--|------|---------------------|---|----------------|--------------------|
| 3:00 | 86 | 5 | Red Deer Curling Centre Request | Reg Radford | |
| 3:20 | 46 | Bylaw | 2007 Municipal Election - Election Bylaw 3368/2006 | | |
| 3:30 | 69 | Bylaw | Land Use Bylaw Amendment 3357/B-2007 - Johnstone Crossing Neighbourhood - Phase 8 - City of Red Deer | | |
| 3:40 | 73 | Bylaw | Land Use Bylaw Amendment 3357/A-2007 - Allow a Law Office and Designation of Property as Historically Significant / Parkvale Neighbourhood | Dawna Barnes | |
| 3:50 | 3 | Bylaw | 2006/2007 Off-Site Levy Bylaw 3380/2006 | | |
| 4:00 | 24 | Bylaw | 2007 Supplementary Assessment Bylaw 3381/2007 | | |
| 4:10 | 26 | 1 | Intervener Status - City of Calgary and Town of Claresholm - 2007 Equalized Assessment Appeals | | |
| 4:20 | 42 | 3 | Resolution for 2007 FCM Annual Convention - June 1 - 4, 2007, Calgary | | |
| | | | | | |
| | | | | | |
| SUPPER BREAK 5:00 p.m. to 6:00 p.m. | | | | | |
| 6:00 | 16 | Bylaw | Public Hearing: Road Closure Bylaw 3379/2006 - Unnamed Road in Riverside Heavy Industrial Park, Municipal Yards Site | | |
| 6:05 | 19 | Bylaw | Public Hearing: Land Use Bylaw Amendment 3357/O-2006 / Rezoning of 1.35 Ha Portion of Land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District / Riverside Heavy Industrial / Multicon Limited | | |
| 6:10 | 29 | 2 | Downtown Business Association's 2007 Budget | Melanie Rogers | |
| | | | | | |

1. The times indicated above are approximations only. Items will not be discussed prior to the above scheduled times, however, may be dealt with later than scheduled depending on the length of time required for the previous items.
2. Non-scheduled items do not appear in the table and will be considered as time permits.



Legislative & Administrative Services

DATE: January 8, 2007
TO: City Council
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Borrowing Bylaws for Capital Projects

History

At the Monday, December 11, 2006 2007 Capital Budget Meeting of Council, Council gave first reading to the following borrowing bylaws relating to capital projects:

- (a) Bylaw 3333/A-2006 – Wastewater Treatment Plant
- (b) Bylaw 3334/A-2006 – Water Treatment Plant
- (c) Bylaw 3369/2006 – Civic Office Space Development
- (d) Bylaw 3370/2006 – Downtown Police Building
- (e) Bylaw 3371/2006 – G.H. Dawe Centre Renovation
- (f) Bylaw 3372/2006 – Golden Circle Renovation
- (g) Bylaw 3373/2006 – Implementation of Enterprise Asset Management System
- (h) Bylaw 3375/2006 – North Highway Connector Project
- (i) Bylaw 3376/2006 – Sanitary Offsite Levy Project
- (j) Bylaw 3377/2006 – Storm Offsite Levy Project
- (k) Bylaw 3378/2006 – Water Offsite Levy Project

Public Consultation Process

As per Section 251 (3) of the MGA, this office advertised the above referenced bylaws for two consecutive weeks, December 15, 2006 and December 22, 2006. Electors may submit a separate petition with respect to each advertised bylaw calling for a vote of the electors to determine whether the proposed bylaw should be passed. The petition must meet the formal requirements of Sections 221 – 226 of the Municipal Government Act

and be filed with the Manager, Legislative & Administrative Services, within 15 days after the last date the proposed bylaws are advertised. To date, no petitions have been received.

Recommendation

That Council consider second and third readings of the Borrowing Bylaws.



Kelly Kloss
Manager

Legislative & Administrative Services

DATE: January 16, 2007
TO: Rodney Burkard, Corporate Services Director
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Borrowing Bylaws for Capital Projects

Reference Report:

Legislative & Administrative Services Manager, dated January 8, 2007

Bylaw Readings:

The following Borrowing Bylaws received second and third readings:

- (a) Bylaw 3333/A-2006 – Wastewater Treatment Plant
- (b) Bylaw 3334/A-2006 – Water Treatment Plant
- (c) Bylaw 3369/2006 – Civic Office Space Development
- (d) Bylaw 3370/2006 – Downtown Police Building
- (e) Bylaw 3371/2006 – G.H. Dawe Centre Renovation
- (f) Bylaw 3372/2006 – Golden Circle Renovation
- (g) Bylaw 3373/2006 – Implementation of Enterprise Asset Management System
- (h) Bylaw 3375/2006 – North Highway Connector Project
- (i) Bylaw 3376/2006 – Sanitary Offsite Levy Project
- (j) Bylaw 3377/2006 – Storm Offsite Levy Project
- (k) Bylaw 3378/2006 – Water Offsite Levy Project

Copies of the bylaws are attached.

Report Back to Council: No



Kelly Kloss
Manager

/chk
attchs.

c L. Poth, Financial Services Manager
M. Maric, Financial Services

BYLAW NO. 3333/A-2006

Being a bylaw to amend Borrowing Bylaw No. 3333/2004 by increasing the borrowing authority by \$25,371,000 to a total of \$47,971,000.

Whereas:

- A. In order to complete the improvements to the existing Wastewater Treatment Plant, and because of increased construction costs, the City needs to borrow an additional \$25,371,000.

Council of The City of Red Deer, in the Province of Alberta, enacts as follows:

1. The first two preamble paragraphs of Bylaw 3333/2004 are deleted and replaced with the following two new preamble paragraphs:

"The cost of improvements to the City's Wastewater Treatment Plant is estimated to be \$55,263,000 which the City proposes to pay for as follows:

| | |
|-------------------|---------------------|
| Reserves | \$7,292,000 |
| Debentures | <u>\$47,971,000</u> |
| Total Cost | \$55,263,000 |

To pay for completion of the project the City needs to borrow \$47,971,000 for a period not to exceed 20 years, by the issuance of debentures and on the terms and conditions referred to in this bylaw".

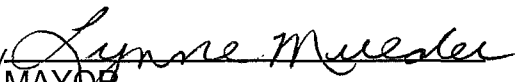
2. In paragraph 1, the words "TWENTY TWO MILLION SIX HUNDRED THOUSAND DOLLARS (\$22,600,000)" are deleted and replaced with the words "FORTY SEVEN MILLION, NINE HUNDRED AND SEVENTY ONE THOUSAND DOLLARS (\$47,971,000)".
3. This bylaw comes into force on the date it is passed.

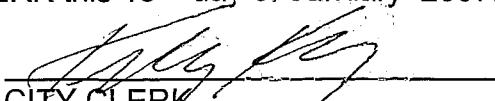
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3334/A-2006

Being a bylaw to amend Borrowing Bylaw No. 3334/2004 by increasing the borrowing authority by \$33,075,000 to a total of \$47,075,000, and increasing maximum borrowing term from ten to twenty years.

Whereas:

- A. In order to complete the improvements to the existing Water Treatment Plant and system, and because of increased construction costs, the City needs to borrow an additional \$33,075,000.

Council of The City of Red Deer, in the Province of Alberta, enacts as follows:

1. The first two preamble paragraphs of Bylaw 3334/2004 are deleted and replaced with the following two new preamble paragraphs:

"The cost of improvements to the City's Water Treatment Plant and system is estimated to be \$53,230,000 which the City proposes to pay for as follows:

| | |
|-------------------|---------------------|
| Reserves | \$6,155,000 |
| Debentures | <u>\$47,075,000</u> |
| Total Cost | \$53,230,000 |

To pay for completion of the project the City needs to borrow \$47,075,000 for a period not to exceed 20 years, by the issuance of debentures and on the terms and conditions referred to in this bylaw".

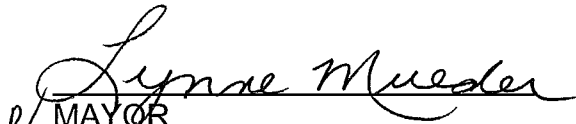
2. In paragraph 1, the words "FOURTEEN MILLION DOLLARS (\$14,000,000)" are deleted and replaced with the words "FORTY SEVEN MILLION AND SEVENTY FIVE THOUSAND DOLLARS (\$47,075,000)".
3. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3369/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$30,000,000 for the purpose of the Civic Office Space Development project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Civic Office Space Development project, a capital project to provide a long-term solution to staff, equipment & information management requirements at City Hall.
- B. The total cost of the project is estimated to be \$31,000,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|---------------------|
| Reserves | \$ 1,000,000 |
| Debenture(s) | <u>\$30,000,000</u> |
| Total Cost | \$31,000,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$30,000,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

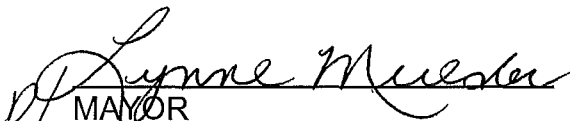
1. That for the purpose of the Civic Office Space Development project, the sum of THIRTY MILLION DOLLARS (\$30,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Civic Office Space Development project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3370/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$10,000,000 for the purpose of the Downtown Police Building project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Downtown Police Building project, a capital project to construct a new Downtown Police Station to replace the current facility.
- B. The total cost of the project is estimated to be \$23,509,000 and the Municipality estimates the following grants and contributions will be applied to the project:

| | |
|-------------------|---------------------|
| Provincial Grants | \$11,098,500 |
| Reserves | \$ 2,410,500 |
| Debenture(s) | <u>\$10,000,000</u> |
| Total Cost | \$23,509,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$10,000,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

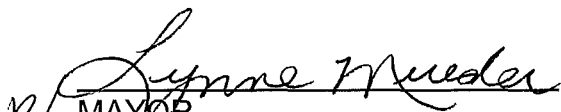
1. That for the purpose of the Downtown Police Building project, the sum of TEN MILLION DOLLARS (\$10,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Downtown Police Building project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

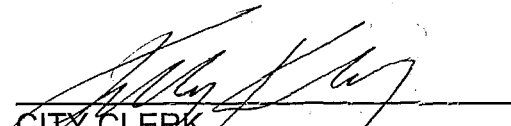
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3371/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$16,330,000 for the purpose of the G.H. Dawe Centre Renovation project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the G.H. Dawe Centre Renovation project, a capital project to renovate the G.H. Dawe Recreation Centre.
- B. The total cost of the project is estimated to be \$17,005,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|---------------------|
| Reserves | \$ 675,000 |
| Debenture(s) | <u>\$16,330,000</u> |
| Total Cost | \$17,005,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$16,330,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

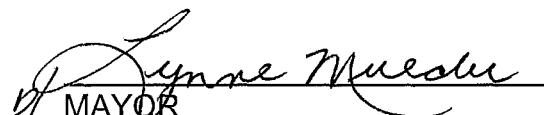
1. That for the purpose of the G.H. Dawe Centre Renovation project, the sum of SIXTEEN MILLION THREE HUNDRED AND THIRTY THOUSAND DOLLARS (\$16,330,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the G.H. Dawe Centre Renovation project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

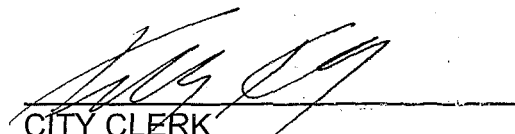
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3372/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$2,000,000 for the purpose of the Golden Circle Renovations project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Golden Circle Renovations project, a capital project to renovate the Golden Circle facility.
- B. The total cost of the project is estimated to be \$2,000,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|--------------------|
| Debenture(s) | <u>\$2,000,000</u> |
| Total Cost | \$2,000,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$2,000,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

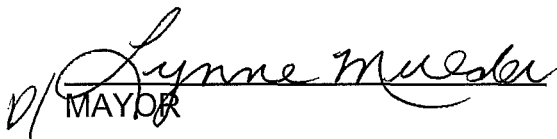
1. That for the purpose of the Golden Circle Renovations project, the sum of TWO MILLION DOLLARS (\$ 2,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Golden Circle Renovations project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3373/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$1,890,000 for the purpose of the Implementation of Enterprise Asset Management System project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Implementation of Enterprise Asset Management System project, a capital project to implement Enterprise Asset Management System.
- B. The total cost of the project is estimated to be \$2,965,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|--------------------|
| Reserves | \$575,000 |
| Grants | \$500,000 |
| Debenture(s) | <u>\$1,890,000</u> |
| Total Cost | \$2,965,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$1,890,000, for a period not to exceed 15 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 15 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

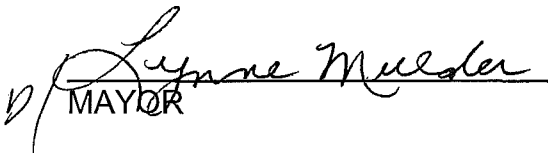
1. That for the purpose of the Implementation of Enterprise Asset Management System project, the sum of ONE MILLION EIGHT HUNDRED AND NINETY THOUSAND DOLLARS (\$1,890,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Implementation of Enterprise Asset Management System project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

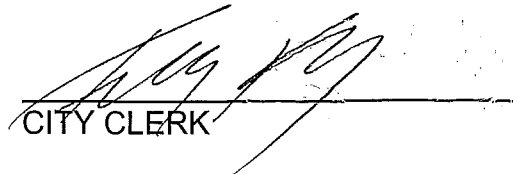
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3375/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$24,750,000 for the purpose of the North Highway Connector project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the North Highway Connector Project. This capital project includes: Northland Drive & 30th Avenue Road Improvements from Gaetz Avenue to 67th Street; intersection improvements at 67th Street & 30th Avenue and construction of bridges across CN Railway and Red Deer River.

- B. The total cost of the project is estimated to be \$49,800,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|----------------|---------------------|
| Grants | \$ 150,000 |
| Offsite Levies | \$24,900,000 |
| Debenture(s) | <u>\$24,750,000</u> |
| Total Cost | \$49,800,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$24,750,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 50 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

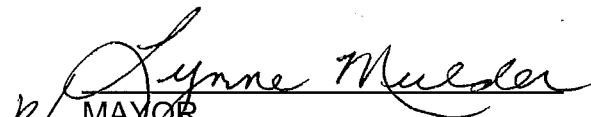
1. That for the purpose of the North Highway Connector project, the sum of TWENTY FOUR MILLION AND SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$24,750,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the North Highway Connector project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

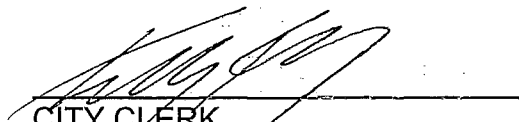
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3376/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$17,350,000 for the purpose of the Sanitary Offsite Levy Projects including the following:

- Northwest Industrial Development
- 45 Avenue Sanitary Infrastructure
- Northland Drive Trunk (30th Avenue to Riverside Drive)
- Sani-Trunk Twinning (Downtown)
- Riverside Drive Trunk Twinning (67th Street to WWTP)

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Sanitary Offsite Levy Projects. Sanitary Offsite Projects are required to provide sanitary trunk service to new development and re-development areas in various parts of the City of Red Deer.

B. The total cost of the projects is estimated to be \$19,050,000 and the Municipality estimates the following funding sources will be applied to the projects:

| | |
|----------------|---------------------|
| Offsite Levies | \$ 1,700,000 |
| Debenture(s) | <u>\$17,350,000</u> |
| Total Cost | \$19,050,000 |

C. In order to complete the projects it will be necessary for the Municipality to borrow the sum of \$17,350,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the projects financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the projects have been or will be obtained, and the projects are and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:


1. That for the purpose of the Sanitary Offsite Levy Projects, the sum of SEVENTEEN MILLION THREE HUNDRED AND FIFTY THOUSAND DOLLARS (\$17,350,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Sanitary Offsite Levy Projects.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and Sanitary Offsite levies and the Municipality shall levy and raise in each year municipal taxes and offsite levies sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the projects specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

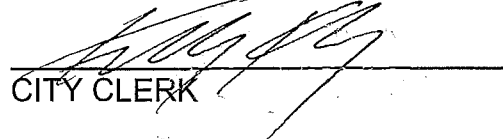
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3377/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$15,000,000 for the purpose of the Storm Offsite Levy Projects including the following:

- Northwest Industrial Development - Ponds & Trunk Mains
- Vanier Woods (SW2) Pond & Trunk Mains
- Sunnybrook (SE4) Pond & Trunk Mains
- 67 Street (N ½ 22) Ponds & Trunk Mains

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Storm Offsite Levy Projects. Storm Offsite Projects are required to provide storm trunk service to new development and re-development areas in various parts of the City of Red Deer.

B. The total cost of the projects is estimated to be \$15,000,000 and the Municipality estimates the following funding sources will be applied to the projects:

| | |
|--------------|---------------------|
| Debenture(s) | <u>\$15,000,000</u> |
| Total Cost | \$15,000,000 |

C. In order to complete the projects it will be necessary for the Municipality to borrow the sum of \$15,000,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the projects financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the projects have been or will be obtained, and the projects are and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

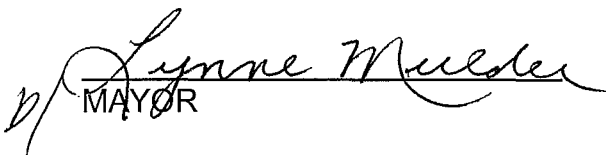
1. That for the purpose of the Storm Offsite Levy Projects, the sum of FIFTEEN MILLION DOLLARS (\$ 15,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Storm Offsite Levy Projects.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and Storm Offsite levies and the Municipality shall levy and raise in each year municipal taxes and offsite levies sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the projects specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

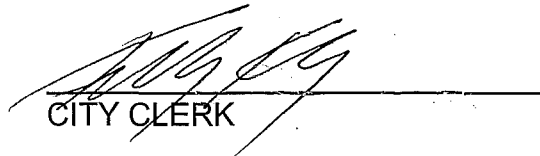
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

BYLAW NO. 3378/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$8,040,000 for the purpose of the Water Offsite Levy Projects including the following:

- Northwest Industrial Development (Reservoir, Pump Station & Supply line)
- Riverside Drive Oversizing (67 St to Hwy 11A)

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Water Offsite Levy Projects. Water Offsite Projects are required to provide water trunk service to new development and re-development areas in various parts of the City of Red Deer.

B. The total cost of the projects is estimated to be \$8,650,000 and the Municipality estimates the following funding sources will be applied to the projects:

| | |
|----------------|--------------------|
| Offsite Levies | \$ 610,000 |
| Debenture(s) | <u>\$8,040,000</u> |
| Total Cost | \$8,650,000 |

C. In order to complete the projects it will be necessary for the Municipality to borrow the sum of \$8,040,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the projects financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the projects have been or will be obtained, and the projects are and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

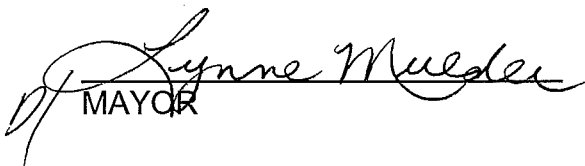
1. That for the purpose of the Water Offsite Levy Projects, the sum of EIGHT MILLION AND FORTY THOUSAND DOLLARS (\$8,040,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Water Offsite Levy Projects.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and Water Offsite levies and the Municipality shall levy and raise in each year municipal taxes and offsite levies sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the projects specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

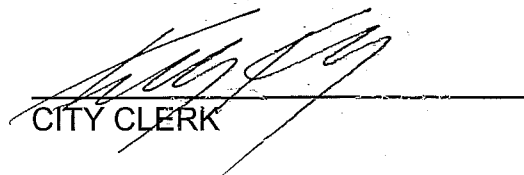
READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK



Legislative & Administrative Services

DATE: January 8, 2007
TO: City Council
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Proposed 2006 and 2007 Off-Site Levy Rates
2006/2007 Off-Site Levy Bylaw 3380/2006

History

At the Monday, December 18, 2006 meeting of Council, Council gave first reading to the 2006/2007 Off-Site Levy Bylaw 3380/2006.

The 2006/2007 Off-Site Levy Bylaw provides for the off-site levies, for 2006/2007, that The City charges on new development lands within the City.

Public Consultation Process

As per the Municipal Government Act, this office advertised for two consecutive weeks the 2006/ 2007 levies that will be charged, to allow feedback from the public. To date, no feedback has been received as a result of the advertising.

Recommendations

That Council consider second and third readings of the 2006/2007 Off-Site Levy Bylaw 3380/2006.

A handwritten signature in black ink, appearing to read 'Kelly Kloss', written over a horizontal line.

Kelly Kloss
Manager



Date: December 11, 2006

To: Legislative & Administrative Services Manager

From: Engineering Services Manager

Re: **Proposed 2006 and 2007 Off-Site Levy Rates**

The following report will provide you with information concerning The City's Off-Site Levy Rates, including background, rate history, transportation grants, proposed adjustments to each rate (water, sanitary, storm, and roads), staging of rate increases, identification of emerging issues, future levy rate projections, UDI comments and the recommended 2006 and 2007 rates.

1. **Background**

The City charges off-site levies on new development lands within the City to cover the cost of extending trunk water, sanitary, and storm mains, arterial roadways, and associated facilities to serve these areas. The cost of expanding water and wastewater treatment facilities are funded through utility rates, and are not included in the off-site levy calculation. The off-site levy rates are reviewed on an annual basis to account for the following items:

- Reconciliation of levy rate spreadsheets with accounting's general ledger.
- Revenues received from new developments during the previous year.
- Expenditures made to construct new facilities during the previous year.
- The effect of inflation on the current Off-Site Levy Fund balance.
- Re-estimation of construction costs for future off-site facilities, and
- Changes in future infrastructure plans, levy basin areas, or funding sources.

For the 2006 rates, an inflation factor of 2.05% (Alberta's Consumer Price Index for 2005) was applied to the prior year-end balance to develop interest earnings or carrying costs, depending on the status of each levy account.

2. 2005 Rate Changes

As a result of a number of changes approved by City Council the total calculated levy rate for 2005 was established at \$72,850 per hectare. Notable changes were the inclusion of City funding to support 50% funding of the cost of the 'North Highway Connector' (i.e. the extension of Highway 11A from Gaetz Avenue eastward across the river to the future Highway 11 east of the City, including Northland Drive, 30 Avenue, and 67 Street).

Recognizing the need to proceed with development agreements in advance of the finalization of the 2006 off-site levy rates, an interim estimated rate of \$80,000 per hectare was proposed. This interim rate was established with the understanding that a final adjustment would occur once the actual 2006 rates are calculated and approved. This process was found to be agreeable with developers, administration and Council and was approved during the 2005 levy rate bylaw amendment.

3. Service Basin Changes

There are no changes proposed to the levy service basins for 2006. The inclusion of the pending industrial lands west of QE2 will be addressed in the 2008 levy rate calculations and report.

For your reference, attached are Schedules A, B, C, and D, which illustrate service basin boundaries and infrastructure for the water, sanitary, storm, and road basins respectively.

4. 2006 Rate Calculation

Table 1 outlines the calculated 2006 Water, Sanitary, Storm and Roadway off-site levies. As noted within this table, the calculated 2006 rate of **\$100,910** per hectare is:

- \$28,060 (39%) greater than the approved 2005 rate of \$72,850 per hectare.
- \$20,910 (26%) greater than the tentative 2006 rate of \$80,000 per hectare.

There are a number of factors that account for this significant rate increase, including those outlined below:

- a. The major reason that is common to the Water, Sanitary, Storm and Road levies is that construction costs have continued to increase significantly over the last year. Fuel and materials costs and labor shortages have had significant cost impacts. On average, construction costs have increased by 15% to 20% over the last year.

December 11, 2006

Page 3

- b. Specific to the Sanitary Levy, the upward rate change is primarily attributed to cost increases related to two large diameter trunk projects, both requiring expensive directional drilling technologies to cross the Red Deer River. The future Northland Drive trunk line is now estimated to cost \$2.7 million versus the originally anticipated \$950,000 open cut crossing estimate. Likewise the budget for the Riverside Drive trunk twinning and river crossing project has increased from \$3.6 to \$6.9 million. Collectively, the increased cost for these two projects equals approximately \$4,400 of the \$5,540/ha increase.
- c. Specific to the Storm Levy, over the last year the cost to acquire land for detention ponds has gone up roughly 25%, from \$109,000 to \$136,000/ha. This results in an approximate \$750/ha rate increase.
- d. Another significant influence on the 2006 Storm Levy is the cost to install storm treatment units to meet Alberta Environment stormwater quality guidelines. Storm treatment units valued at \$135,000 per site reduce the conveyance of suspended solids, floatable debris and hydrocarbons from entering the downstream creeks and river. Budgeting one unit for each of the 21 future storm ponds, this \$2.8 million increase has an impact of \$2,820/ha on the rate.
- e. On a positive note, the water levy went down by nearly 11%. This downward adjustment was the result of two changes; the first being the removal of previously included Water Treatment Plant Pump Expansion projects. These projects, valued at \$3.2 million, were deemed to provide general benefit to all citizens and as such these improvements will be funded by the water utility. The second downward influence on the rate was attributed to the reduced costs associated with over-sizing of the NRDRWSC water supply trunk along Riverside Drive. In short, the cost differential to oversize the line is small in comparison to the cost to construct the core trunk.

5. UDI Response to 2006 Calculated Rate

As indicated in the attached letter from the Urban Development Institute (UDI), the development industry are concerned about their ability to pay the full calculated rate increase retroactively and have proposed that the rate be raised to \$90,000/ha for 2006. The resulting 2006 revenue shortfall would be collected in future years from the remaining service basin.

The UDI proposed rate for 2006 is 24% higher than the 2005 rate and 13% higher than the interim 2006 rate.

6. Impact to the New Home Owner

As a gauge to measure the impact of new levy rates, these rates are often compared to the overall capital cost to construct a new residential home. The Red Deer Real Estate Board currently reports the average selling price for a residential single family home to be \$286,300; up 33% from \$215,520 at the end of 2005.

Based on an average of 14 residential lots per hectare, the 2005 levy rate of \$72,850/ha equates to \$5,200 per unit, while the calculated rate for 2006 rate of \$100,905/ha equates to \$7,200 per unit and the UDI proposed rate of \$90,000/ha equates to \$6,400 per unit. Although the potential increase of \$1,200 to \$2,000 per unit is very significant, it is proportionally similar to the housing price increase incurred this year (i.e. 23% to 38%). Furthermore, the cost of off-site levies relative to the overall cost of an average home is still relatively small (2.2% to 2.5%).

7. Levy Rate Comparison with other Alberta Municipalities

It is very difficult to make an 'apples to apples' comparison between the various Alberta cities with respect to their off-site levies because all municipalities have varying policies and practices. Off-site levies vary from \$30,000 to \$130,000/ha, but are commonly in the \$90,000 to \$120,000/ha range for similar sized or larger municipalities.

Lethbridge has undergone significant levy rate increases in recent years. Over the past three years Lethbridge's levy rate has nearly tripled; growing from \$35,000 in 2003, to \$60,100 in 2004, to \$81,400 in 2005, and to \$103,000 in 2006.

8. Emerging Issues

During our review, we identified a number of issues that could affect off-site levy rates in the future. Some of these issues are outlined below:

- a. The City is currently pursuing annexation of lands northwest of the City for industrial development. Further expansion of the service basins will be warranted in 2007 or 2008 to incorporate these development lands and the associated infrastructure.
- b. Melcor Developments Ltd. is currently investigating options for provision of service to the east half of Section 2 (Hurlbert and Hansen quarter sections). If these areas are determined to be serviceable, the current Off-site Levy basin could be expanded to include them and funding of sanitary and storm oversize costs currently being financed by Melcor may be considered for inclusion in the off-site fund.

- c. Pursuant to the 2004 Transportation Study, The City will investigate alternative transportation improvements to address growing traffic volumes on 32 Street between 40 Avenue and Gaetz Avenue. Options discussed have included 32 Street widening, Delburne Road widening and/or construction of Molly Banister Drive. As these yet to be determined improvements are related to City growth, funding of all or a portion of such improvements should come from Off-site Levies.
- d. With the vibrant economy and heavy construction activity forecast for all parts of Alberta, demand for contractors will likely continue to push ahead of the supply, thus accelerating construction cost inflation. Factors such as high material costs (e.g. asphalt, fuel, steel, plastic, Portland cement) and labor shortage may apply further inflationary pressures to future construction costs.
- e. The Off-site Levy Fund currently has a net positive balance (i.e. no debt). However, as the City continues to grow, major trunk and road facilities will have to be extended to new service basins in the Northeast and Northwest. Debt will be required for a period of time to accommodate these growth costs. The cost of debt servicing will cause an increase in future off-site levies.

9. Future Levy Rate Approval Process

As noted earlier, the current process to calculate levy rates requires prior-year cost and revenue balances plus estimated future construction costs, divided by the remaining developable land areas. This process is difficult to complete and generate a new levy rate in a timely manner (i.e. prior to the commencement of a new development season). Generally, year-end account reconciliation is not completed until March. Considering other demands on Engineering Services staff at this time of year (i.e. preparing for spring construction), it is difficult to give priority to the off-site levy calculation, evaluation, and presentation process.

Last year, recognizing the need to estimate a rate early in the year, a tentative 2006 rate was established, valued at \$80,000. Although the intent to establish an interim rate was good, the final calculated rate is significantly higher due to factors not anticipated at this time last year. Depending on whether or not the developers anticipated the higher rate increase, full recovery of this cost from lot sales may or may not be possible.

We recognize that developers can more easily deal with significant levy rate changes if they are aware of them in advance of selling their lots. For 2007 and beyond, we are therefore proposing to establish new levy rates for the upcoming year by the end of the previous year.

Legislative & Administrative Services Manager

December 11, 2006

Page 6

To accomplish this, the levy rate will be calculated based on actual revenues and expenditures and future cost estimates from the prior year. For example, the 2007 rates would be established based on 2005 year-end revenues and expenditures, plus 2006 future improvement cost estimates. An adjustment factor would then be added to account for anticipated construction inflation and service basin scope changes. Similarly, 2008 levy rates would be based on actual costs and revenues to the end of 2006 and future cost estimates done in 2007 (i.e. based on 2007 service basin design and tender information), plus an adjustment factor to be determined next year.

Although this process will result in more timely information for the development industry, it will result in a less accurate rate calculation because it will be based on less current data. However, the actual costs and revenues will be accounted for in the levy fund so that no over or under payment will result in the long term.

The inflation and scope adjustment factor proposed for 2007 is 20%. This is based on a predicted inflation range of 10 to 15% and a scope adjustment estimate of 5 to 10%.

As noted within **Table 2**, the calculated 2007 Water, Sanitary, Storm and Roadway off-site levy rate is valued at **\$123,070** per hectare assuming that a 2006 rate of \$90,000 is adopted. This is a 37% increase over the UDI proposed 2006 rate of \$90,000/ha or 22% above the calculated rate of \$100,905.

11. Recommendations

Based on the information provided above, we respectfully recommend that City Council provide first reading to the attached Off-site Levy Bylaws, which include the proposed rates outlined below:

Proposed 2006 Off-site Levy Rates (retroactive to January 1, 2006)

| | | |
|------------|----------------|----------------|
| • Water | \$ 6,800 | (20% decrease) |
| • Sanitary | \$ 9,600 | (84% increase) |
| • Storm | \$ 31,200 | (40% increase) |
| • Roads | \$ 42,400 | (15% increase) |
| <hr/> | | |
| Total: | \$ 90,000 / ha | (24% increase) |

Legislative & Administrative Services Manager

December 11, 2006

Page 7

Proposed 2007 Off-site Levy Rates (effective January 1, 2007)

| | | |
|------------|-----------|----------------|
| • Water | \$ 9,440 | (39% increase) |
| • Sanitary | \$ 13,190 | (37% increase) |
| • Storm | \$ 42,710 | (37% increase) |
| • Roads | \$ 57,730 | (36% increase) |

Total: \$ 123,070 / ha (37% increase)



Gregory J. Sikora M.Sc., P.Eng.
Utilities Engineer



Tom C. Warder, P. Eng.
Engineering Services Manager

TCW/GJS/ldr
Att.

- c. City Manager
 Director of Development Services
 Director of Corporate Services
 Streets Engineer
 Development Coordinators
 Engineering Administrative Supervisor

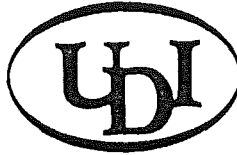
TABLE 1
2006 OFF-SITE LEVY RATE SUMMARY

| | Water | Sanitary | Storm | Roads | Totals |
|---|----------------------|---------------------|---------------------|---------------------|----------------------|
| EXPENDITURES AND REVENUES TO DATE | | | | | |
| Net Balance at Beginning of Year January 1, 2005 | (\$187,260) | \$229,338 | \$835,120 | \$2,478,303 | \$3,355,501 |
| Current Year Expenditures | \$496,769 | \$316,015 | \$2,517,791 | \$1,823,760 | \$5,154,335 |
| Current Year Revenue | (\$1,904,297) | (\$570,841) | (\$2,095,331) | (\$4,072,315) | (\$8,642,784) |
| Current Year CPI Interest/Carrying Cost | (\$3,839) | \$4,701 | \$17,120 | \$50,805 | \$68,788 |
| Net Balance to December 31, 2005 | (\$1,598,627) | (\$20,786) | \$1,274,700 | \$280,553 | (\$64,160) |
| FUTURE EXPENDITURE ESTIMATES | | | | | |
| Projected Future Construction Costs | \$10,357,400 | \$12,368,281 | \$33,879,993 | \$87,822,605 | \$144,428,279 |
| Provincial Grant Funding | | | | (\$29,424,500) | (\$29,424,500) |
| Net Future Expenditures: | \$10,357,400 | \$12,368,281 | \$33,879,993 | \$58,398,105 | \$115,003,779 |
| TOTAL NET COSTS AND RATE CALCULATION | | | | | |
| Total Costs | \$8,758,773 | \$12,347,495 | \$35,154,693 | \$58,678,658 | \$114,939,619 |
| Remaining Development Area | 1,150 | 1,148 | 1,006 | 1,233 | |
| Proposed 2006 Rates (\$/ha) | \$7,620 | \$10,760 | \$34,950 | \$47,580 | \$100,910 |
| COMPARISON TO 2005 RATES | | | | | |
| 2005 Rates | \$8,520 | \$5,215 | \$22,370 | \$36,745 | \$72,850 |
| Rate Change | (\$900) | \$5,545 | \$12,580 | \$10,835 | \$28,060 |
| Percent Change | -10.6% | 106.3% | 56.2% | 29.5% | 38.5% |

| | | | | | |
|------------------------------------|----------------|----------------|-----------------|-----------------|-----------------|
| UDI RATE PROPOSAL | | | | | |
| Proposed 2006 Rates (\$/ha) | \$6,800 | \$9,600 | \$31,200 | \$42,400 | \$90,000 |
| COMPARISON TO 2005 RATES | | | | | |
| 2005 Rates | \$8,520 | \$5,215 | \$22,370 | \$36,745 | \$72,850 |
| Rate Change | (\$1,720) | \$4,385 | \$8,830 | \$5,655 | \$17,150 |
| Percent Change | -20.2% | 84.1% | 39.5% | 15.4% | 23.5% |

TABLE 2
2007 OFF-SITE LEVY RATE SUMMARY

| | Water | Sanitary | Storm | Roads | Totals |
|--|----------------|-----------------|-----------------|-----------------|------------------|
| ESTIMATED EXPENDITURES AND REVENUES TO DATE | | | | | |
| Net Balance at Beginning of Year January 01, 2006 | (\$1,598,627) | (\$20,786) | \$1,274,700 | \$280,553 | (\$64,160) |
| Estimated 2006 Expenditures | \$960,000 | \$320,000 | \$1,470,000 | \$4,650,000 | \$7,400,000 |
| Estimated 2006 Revenues (based on \$90,000/ha) | (\$700,400) | (\$988,800) | (\$3,213,600) | (\$4,367,200) | (\$9,270,000) |
| CPI Carrying Cost on beginning balance | (\$59,149) | (\$769) | \$47,164 | \$10,380 | (\$2,374) |
| Net Balance at Year-end December 31, 2006 | (\$1,398,176) | (\$690,355) | (\$421,737) | \$573,734 | (\$1,936,534) |
| FUTURE EXPENDITURE ESTIMATES (2006) | | | | | |
| Projected Future Construction Costs (2006) | \$10,357,400 | \$12,368,281 | \$33,879,993 | \$87,822,605 | \$144,428,279 |
| City and Provincial Funding | | | | (\$29,424,500) | (\$29,424,500) |
| less cost of projects constructed in 2006 | (\$960,000) | (\$320,000) | (\$1,470,000) | (\$4,650,000) | (\$7,400,000) |
| Future Expenditures: | \$9,397,400 | \$12,048,281 | \$32,409,993 | \$53,748,105 | \$107,603,779 |
| INFLATION AND SCOPE ADJUSTMENT TO 2007 | | | | | |
| Estimated Inflation & Scope Factor = 20% | \$1,879,480 | \$2,409,656 | \$6,481,999 | \$10,749,621 | \$21,520,756 |
| Adjusted Net Future Expenditures: | \$11,276,880 | \$14,457,937 | \$38,891,992 | \$64,497,726 | \$129,124,535 |
| TOTAL NET COSTS AND RATE CALCULATION | | | | | |
| Total Costs | \$9,878,704 | \$13,767,582 | \$38,470,255 | \$65,071,460 | \$129,060,375 |
| Remaining Development Area (2006) | 1,150 | 1,148 | 1,006 | 1,233 | |
| less Area developed in 2006 | 103 | 104 | 105 | 106 | |
| Remaining Development Area (2007) | 1,047 | 1,044 | 901 | 1,127 | |
| Proposed 2007 Rates (\$/ha) | \$9,440 | \$13,190 | \$42,710 | \$57,730 | \$123,070 |
| COMPARISON TO 2006 RATES | | | | | |
| 2006 Rates | \$6,800 | \$9,600 | \$31,200 | \$42,400 | \$90,000 |
| Rate Change | \$2,640 | \$3,590 | \$11,510 | \$15,330 | \$33,070 |
| Percent Change | 38.8% | 37.4% | 36.9% | 36.2% | 36.7% |



DEC - 8 2006

URBAN DEVELOPMENT INSTITUTE RED DEER CHAPTER

#502, PARKLAND SQUARE
4901 - 48 STREET
RED DEER, ALBERTA T4N 6M4
PHONE (403) 343-0817 FAX (403) 343-7510
EMAIL: GPELLETIER@MELCOR.CA

December 4, 2006

Mr. Greg Sikora P.Eng
Utilities Engineer
City of Red Deer
Box 5008 Red Deer, AB
T4N 3T4

Dear Mr. Sikora:

Re: 2006 & 2007 off site levy rates

Thank you for your information package dated October 23rd containing the background information and draft proposal for the 2006 and 2007 off site levy rates. The Urban Development Institute is pleased to be able to provide our comment on the proposal.

The written detail was supplemented by a meeting between UDI members and City staff on November 8th. The City proposal was discussed at a meeting with the full UDI membership which resulted in the comments detailed below.

2006 Levy Rates:

- The Urban Development Institute acknowledges that current economic conditions have dramatically increased the cost of construction of the off-site levy funded facilities. The impacts of these increases affect all of our members. An important point needs to be made that these increases may be temporary and continued scrutiny by the City is required. As increases in costs of future projects are accounted for in levy rates, so should decreases in costs.

- As indicated in your letter and discussed at our recent meeting the proposed rate of \$100,910 represents a 39% increase in 2005 rates and a 26% increase over the tentative rate utilized in the 2006 development agreements. By any measure, these are dramatic cost increases. The issue that arises for developers is that they were not able to budget effectively for a variance this large and adjust lot prices accordingly. All developers did agree in their development agreements to pay a higher assessment should it be necessary but an increase of 26% was never considered a possibility at that time. Each Developer would have dealt with the potential for increased levies in their own way but it is safe to say that none budgeted for 26%. The result of this is that unbudgeted dollars, or income, would have to be used to retroactively pay the increase.
- Considering the timing issues outlined in the above paragraph, UDI would request that a staged approach be used to increase levies to the required amount. This approach was successfully utilized in 2005 and allowed developers time to adjust our projects for the increased costs. We would propose that an intermediate rate of \$90,000 per hectare be used for the 2006 construction year. The proposed 2007 rate would then be recalculated to reflect the deferred revenue from 2006. This solution lessens the negative impact on developers for the current year and allows us to adjust our projects accordingly for 2007.

2007 Levy Rates:

- The revised process proposed to be used to establish future levy rates outlined in point #9 of your letter is acceptable to the Urban Development Institute. We recognize that establishing the rate is a best guess exercise whether current information is used or 1 year old information is used.
- The proposal to approve the rates at the beginning of the year provides the cost certainty that is important to the developers.

We appreciate the City's diligence in reviewing the off-site levy facilities and rates in detail on an annual basis. As illustrated in Figure #2 in your package the increase in rates since 2002 has been enormous. Thanks to a strong economy these increases have not dramatically impacted demand for housing in the City of Red Deer. Clearly the trend established over the last 4 years cannot continue and we all must be very diligent in working to keep increases to a minimum.

As indicated in our letter of November 21st, 2005, UDI understands the capital funding situation the City is in. We applaud the recent application to the Province for funds to contribute to the construction of the highway connector system in north east Red Deer. We have offered our assistance in the past and will

reiterate that we are prepared to join forces with the City to seek more sustainable levels of infrastructure funding.

Please feel free to contact us should you wish to discuss this matter any further.

Sincerely,

A handwritten signature in black ink, appearing to read 'Guy Pelletier', with a large, sweeping flourish at the end.

Guy Pelletier
Chairman
Urban Development Institute, Red Deer Chapter



Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Tom Warder, Engineering Services Manager
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: 2006 and 2007 Off-Site Levy Bylaw 3380/2006

Reference Report:

Engineering Services Manager, dated December 11, 2006

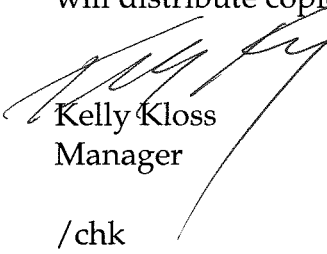
Bylaw Readings:

2006/2007 Off-Site Levy Bylaw 3380/2006 was given second and third readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

The 2006/2007 Off-Site Levy Bylaw 3380/2006 provides for the off-site levies for 2006 and 2007 that The City charges on new development lands within the City. This office will distribute copies of this bylaw in due course.


Kelly Kloss
Manager

/chk
attchs.

c Director of Development Services
 Director of Corporate Services
 Streets Engineer
 Development Services Division Controller

BYLAW NO. 3380/2006

Being a Bylaw of The City of Red Deer to provide a uniform levy of off-site costs in respect of previously undeveloped land.

1. WHEREAS pursuant to provisions of Section 648 of the Municipal Government Act, The City may by bylaw:
 - (a) Provide for the imposition and payment of a levy to be known as an "off-site levy" in respect of land that is to be developed or subdivided, and
 - (b) Authorize an agreement to be entered into in respect of the payment of the levy.
2. An off-site levy may be used only to pay for all or part of the capital cost of any or all of the following:
 - (a) New or expanded facilities for the storage, transmission, treatment, or supplying of water;
 - (b) New or expanded facilities for the treatment, movement, or disposal of sanitary sewage;
 - (c) New or expanded storm sewer drainage facilities;
 - (c.1) New or expanded roads required for or impacted by a subdivision or development;
 - (d) Land required for or in connection with any facilities described in clauses (a) to (c.1);

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1 This bylaw may be cited as "The Off-Site Levy Bylaw".

2 Definitions:

For the purpose of this bylaw:

(1) "Development" shall mean:

(a) a change of use of land, or an act done in relation to land that results in or is likely to result in a change in the use of the land, or

(b) a change in the intensity of the use of land or an act done in relation to land that results in, or is likely to result in, a change of the intensity of the use of the said land.

(2) "Gross Development Area" means each and every hectare or part thereof as shown on the Plan of Subdivision for a development which has been approved by the Municipal Planning Commission, including any area which may be dedicated for roads, lanes, walkways, parks, reserve parcels, schools, or any other public use.

- (3) "Net Development Area" means the area remaining after the deletion from the Gross Development Area of lands required for arterial roadways, any previously developed lands, and other undevelopable lands such as wetlands, rivers, creeks, escarpments and major utility rights of way.
- (4) "Trunk Water" means an existing or proposed water main; generally having an internal diameter of 350 mm or greater, complete with related pumping and storage facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Water Off-site Levy rate.
- (5) "Trunk Water Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Water facilities identified on Schedule "A" less the Water Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".
- (6) "Trunk Sanitary" means an existing or proposed sanitary sewer; generally having an internal diameter of 375 mm or greater, or having a depth of cover greater than 6.0 m, complete with related pumping facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Sanitary Off-site Levy rate.
- (7) "Trunk Sanitary Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Sanitary

facilities identified on Schedule "B" less the Sanitary Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "B".

- (8) "Trunk Storm" means an existing or proposed storm sewer; generally defined as having an internal diameter of 1,200 mm or greater, as well as storm water storage facilities and associated outlet piping; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Storm Off-site Levy rate.
- (9) "Trunk Storm Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Storm facilities identified on Schedule "C" less the Storm Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "C".
- (10) "Major Thoroughfare" means an existing or proposed expressway, divided arterial roadway, or undivided arterial roadway, including the land for right of way, storm drainage, traffic signals, and street lighting, that has been designated as a major thoroughfare by The City; the cost of same having been included in the calculation of the Major Thoroughfare off-site levy rate.
- (11) "Major Thoroughfare Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Major Thoroughfare

facilities identified on Schedule "D" less the Major Thoroughfare Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "D".

3 That from January 1, 2006 to December 31, 2006, The City of Red Deer hereby levies an off-site levy upon all land to be developed or subdivided within the areas described below and calculated as follows:

- (1) In all the area outlined in the attached Schedule "A", the sum of \$6,800 per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
- (2) In all the area outlined in the attached Schedule "B", the sum of \$9,600 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off-site Levy Rate").
- (3) In all the area outlined in the attached Schedule "C", the sum of \$31,200 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").
- (4) In all the area outlined in the attached Schedule "D", the sum of \$42,400 for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").

4 That effective January 1, 2007, The City of Red Deer hereby levies an off-site levy upon all land to be developed or subdivided within the areas described below and calculated as follows:

- (1) In all the area outlined in the attached Schedule "A", the sum of \$9,440 per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
- (2) In all the area outlined in the attached Schedule "B", the sum of \$13,190 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off-site Levy Rate").
- (3) In all the area outlined in the attached Schedule "C", the sum of \$42,710 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").
- (4) In all the area outlined in the attached Schedule "D", the sum of \$57,730 for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").

5 All levies imposed under this bylaw shall be in addition to the fee payable for development permits or building permits, and shall be paid to The City following approval of a subdivision plan and prior to the issuance of a development permit or a building permit, as the case may be.

6 Off-site levies imposed and collected under Bylaw 3380/2006 shall be deemed to have been imposed and collected under this Bylaw.


7 Bylaw 3354/2005 is hereby repealed.


READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

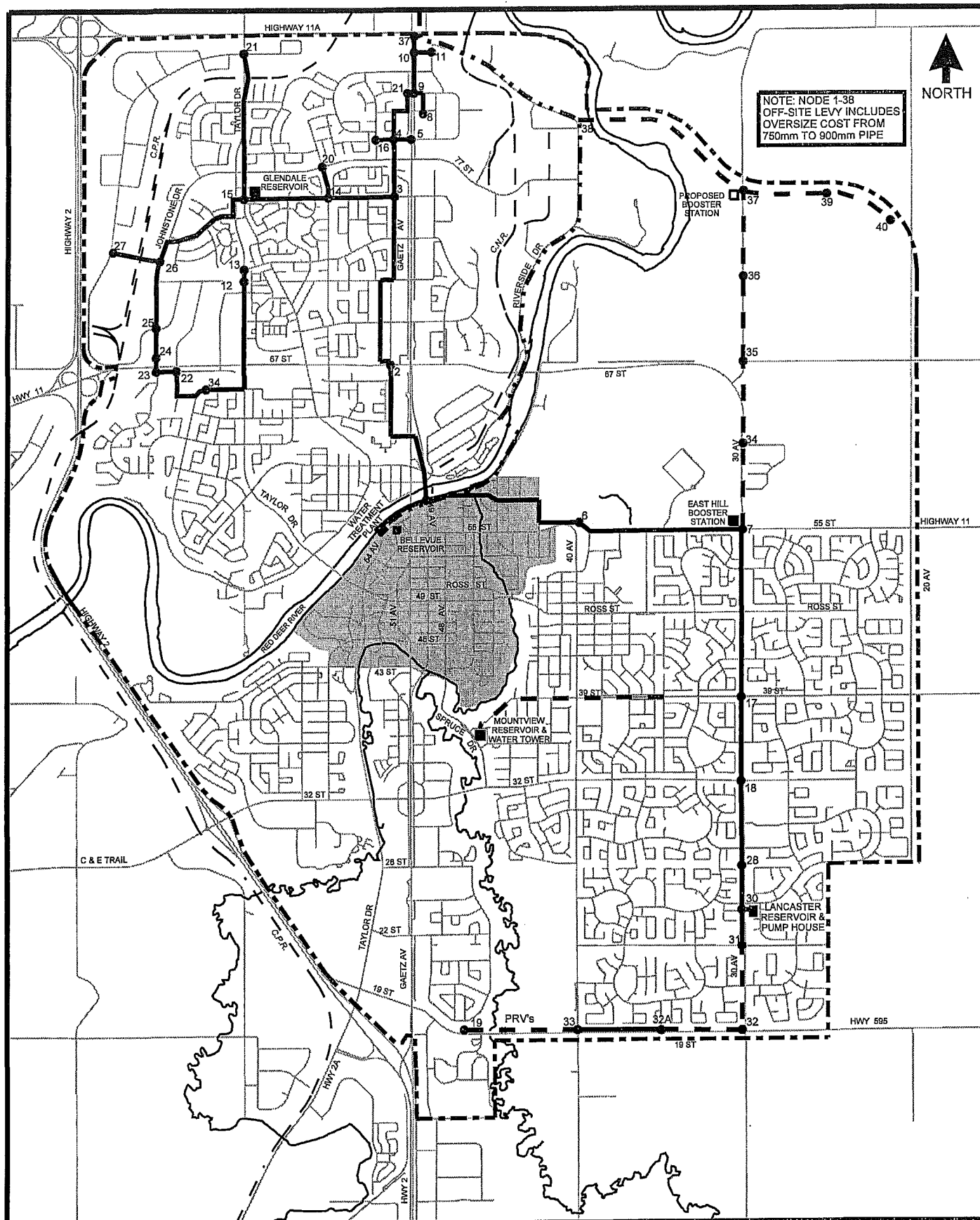
READ A SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ A THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK



NOTE: NODE 1-38
OFF-SITE LEVY INCLUDES
OVERSIZE COST FROM
750mm TO 900mm PIPE



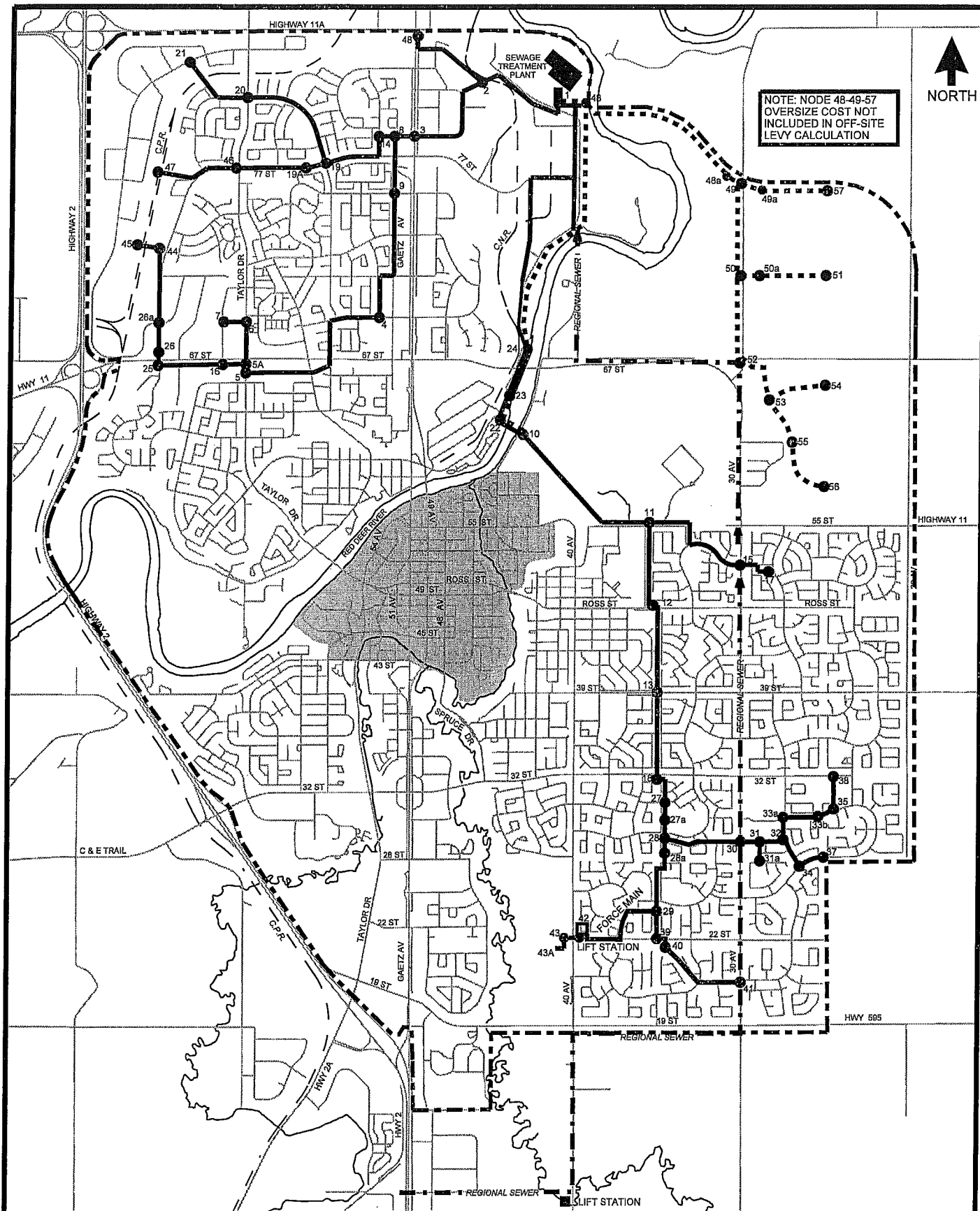
- Basin Boundary
- Existing Trunks
- - - Proposed Trunks
- - - Proposed Red Deer North Regional Water Main
- Central Exempt Area (levies do not apply)

WATER TRUNKS

Not to Scale

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "A"**



NOTE: NODE 48-49-57
OVERSIZE COST NOT
INCLUDED IN OFF-SITE
LEVY CALCULATION

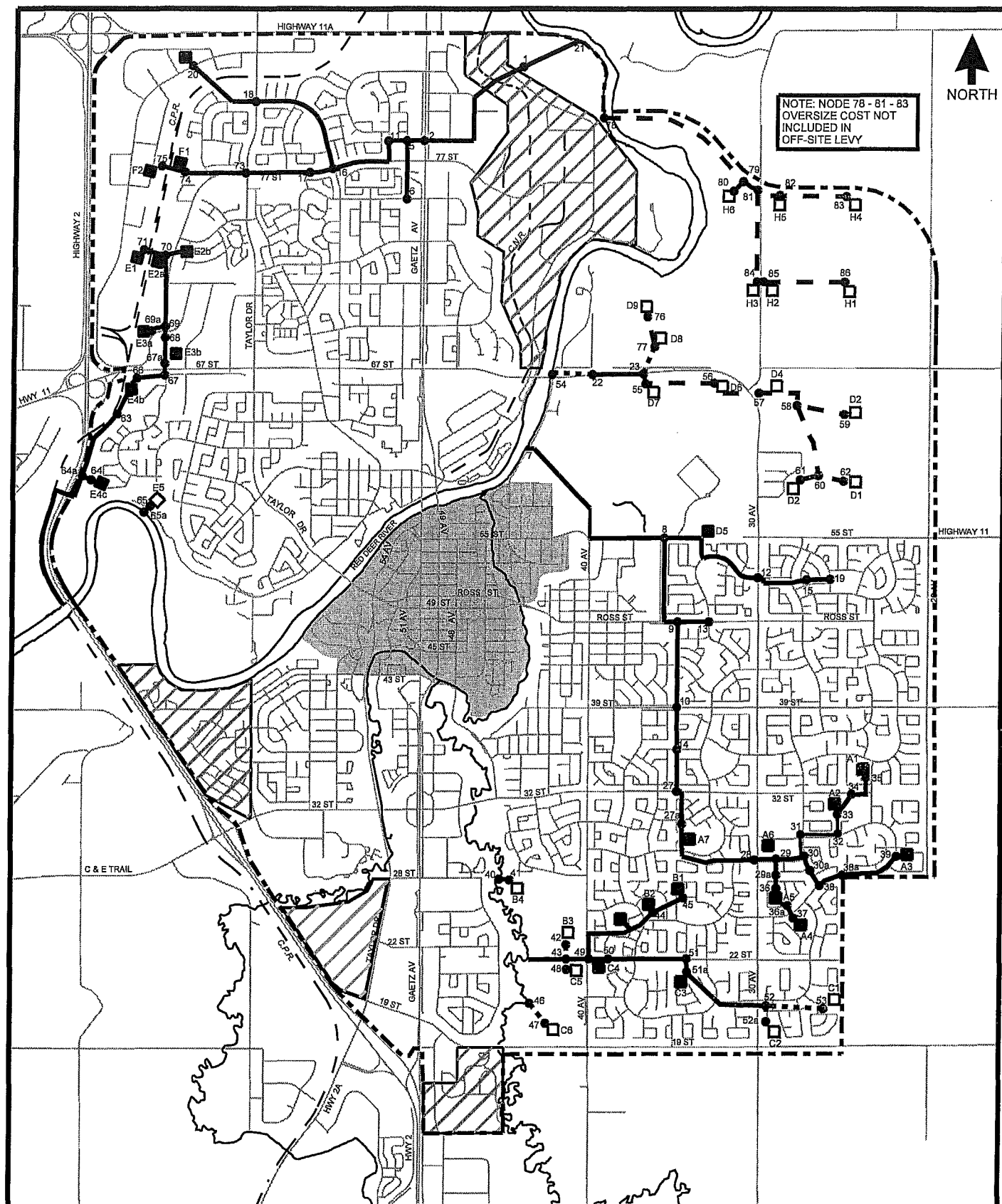


SANITARY TRUNKS

Not to Scale

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "B"**

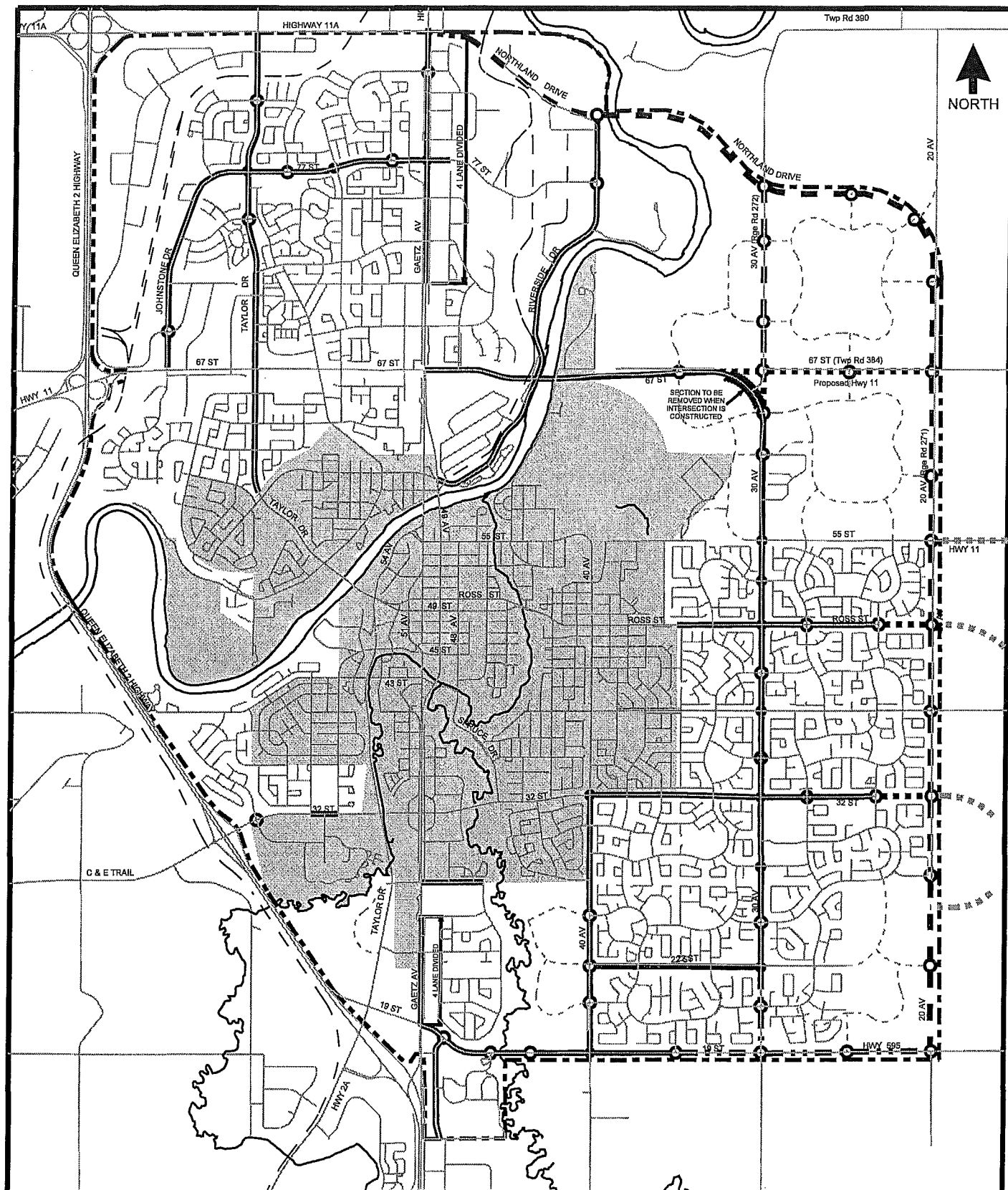


STORM TRUNKS

Not to Scale

October 2006

OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "C"



- Basin Boundary
- Existing 4 lane road (included in levy rate)
- Proposed 4 lane road
- Proposed 4 lane with 2 existing lanes
- Initial 2 lanes of 4 lane divided roadway
- Proposed Collector Roadway

MAJOR THOROUGHFARE LEVY

Not to Scale

Former Central Basin (levies do not apply)

● Existing traffic lights included in offsite levy rate

○ Proposed traffic lights included in offsite levy rate

⊗ Not funded by Levy

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "D"**

LUB 3380-2006
Proposed 2006/2007 Off-site Levy Rates

DESCRIPTION: Provide a uniform levy of off-site costs in respect of previously undeveloped land.

FIRST READING: December 18, 2006

FIRST PUBLICATION: December 29, 2006

SECOND PUBLICATION: January 5, 2006

PUBLIC HEARING & SECOND READING: January 15, 2006

THIRD READING: _____

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☐ NO ☒

DEPOSIT: YES ☐ \$ _____ NO ☒

COST OF ADVERTISING RESPONSIBILITY OF: CITY

S

ACTUAL COST OF ADVERTISING:

\$ 190.08 X 2

TOTAL: \$ _____

MAP PREPARATION: \$ _____

TOTAL COST: \$ _____

LESS DEPOSIT RECEIVED: \$ _____

AMOUNT OWING/ (REFUND): \$ _____

INVOICE NO.: _____

(Advertising Revenue to 180.5901)

C. ADAMS



Council Decision – December 18, 2006

Legislative & Administrative Services

DATE: December 19, 2006
TO: Tom Warder, Engineering Services Manager
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Proposed 2006 and 2007 Off-Site Levy Rates
2006/2007 Off-Site Levy Bylaw 3380/2006

Reference Report:

Engineering Services Manager, dated December 11, 2006

Bylaw Readings:

2006/2007 Off-Site Levy Bylaw 3380/2006 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes within four weeks time for the Monday, January 15, 2007 Council.

Comments/Further Action:

The 2006/2007 Off-Site Levy Bylaw 3380/2006 provides for the off-site levies, for 2006/2007 that the City charges on new development lands within The City. This office will advertise for the Off-Site Levy Bylaw 3380/2006 for two weeks, on Fridays, December 29, 2006 and January 5, 2006.

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss
Manager

/chk

/attach.

c Director of Development Services
 Director of Corporate Services

BYLAW NO. 3380/2006

Being a Bylaw of The City of Red Deer to provide a uniform levy of off-site costs in respect of previously undeveloped land.

1. WHEREAS pursuant to provisions of Section 648 of the Municipal Government Act, The City may by bylaw:
 - (a) Provide for the imposition and payment of a levy to be known as an "off-site levy" in respect of land that is to be developed or subdivided, and
 - (b) Authorize an agreement to be entered into in respect of the payment of the levy.
2. An off-site levy may be used only to pay for all or part of the capital cost of any or all of the following:
 - (a) New or expanded facilities for the storage, transmission, treatment, or supplying of water;
 - (b) New or expanded facilities for the treatment, movement, or disposal of sanitary sewage;
 - (c) New or expanded storm sewer drainage facilities;
 - (c.1) New or expanded roads required for or impacted by a subdivision or development;
 - (d) Land required for or in connection with any facilities described in clauses (a) to (c.1);

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1 This bylaw may be cited as "The Off-Site Levy Bylaw".

2 Definitions:

For the purpose of this bylaw:

(1) "Development" shall mean:

(a) a change of use of land, or an act done in relation to land that results in or is likely to result in a change in the use of the land, or

(b) a change in the intensity of the use of land or an act done in relation to land that results in, or is likely to result in, a change of the intensity of the use of the said land.

(2) "Gross Development Area" means each and every hectare or part thereof as shown on the Plan of Subdivision for a development which has been approved by the Municipal Planning Commission, including any area which may be dedicated for roads, lanes, walkways, parks, reserve parcels, schools, or any other public use.

- (3) "Net Development Area" means the area remaining after the deletion from the Gross Development Area of lands required for arterial roadways, any previously developed lands, and other undevelopable lands such as wetlands, rivers, creeks, escarpments and major utility rights of way.
- (4) "Trunk Water" means an existing or proposed water main; generally having an internal diameter of 350 mm or greater, complete with related pumping and storage facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Water Off-site Levy rate.
- (5) "Trunk Water Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Water facilities identified on Schedule "A" less the Water Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".
- (6) "Trunk Sanitary" means an existing or proposed sanitary sewer; generally having an internal diameter of 375 mm or greater, or having a depth of cover greater than 6.0 m, complete with related pumping facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Sanitary Off-site Levy rate.
- (7) "Trunk Sanitary Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Sanitary

facilities identified on Schedule "B" less the Sanitary Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "B".

- (8) "Trunk Storm" means an existing or proposed storm sewer; generally defined as having an internal diameter of 1,200 mm or greater, as well as storm water storage facilities and associated outlet piping; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Storm Off-site Levy rate.
- (9) "Trunk Storm Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Storm facilities identified on Schedule "C" less the Storm Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "C".
- (10) "Major Thoroughfare" means an existing or proposed expressway, divided arterial roadway, or undivided arterial roadway, including the land for right of way, storm drainage, traffic signals, and street lighting, that has been designated as a major thoroughfare by The City; the cost of same having been included in the calculation of the Major Thoroughfare off-site levy rate.
- (11) "Major Thoroughfare Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Major Thoroughfare

facilities identified on Schedule "D" less the Major Thoroughfare Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "D".

3 That from January 1, 2006 to December 31, 2006, The City of Red Deer hereby levies an off-site levy upon all land to be developed or subdivided within the areas described below and calculated as follows:

- (1) In all the area outlined in the attached Schedule "A", the sum of \$6,800 per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
- (2) In all the area outlined in the attached Schedule "B", the sum of \$9,600 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off-site Levy Rate").
- (3) In all the area outlined in the attached Schedule "C", the sum of \$31,200 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").
- (4) In all the area outlined in the attached Schedule "D", the sum of \$42,400 for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").

4 That effective January 1, 2007, The City of Red Deer hereby levies an off-site levy upon all land to be developed or subdivided within the areas described below and calculated as follows:

- (1) In all the area outlined in the attached Schedule "A", the sum of \$9,440 per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
- (2) In all the area outlined in the attached Schedule "B", the sum of \$13,190 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off-site Levy Rate").
- (3) In all the area outlined in the attached Schedule "C", the sum of \$42,710 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").
- (4) In all the area outlined in the attached Schedule "D", the sum of \$57,730 for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").

5 All levies imposed under this bylaw shall be in addition to the fee payable for development permits or building permits, and shall be paid to The City following approval of a subdivision plan and prior to the issuance of a development permit or a building permit, as the case may be.

6 Off-site levies imposed and collected under Bylaw 3380/2006 shall be deemed to have been imposed and collected under this Bylaw.

7 Bylaw 3354/2005 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

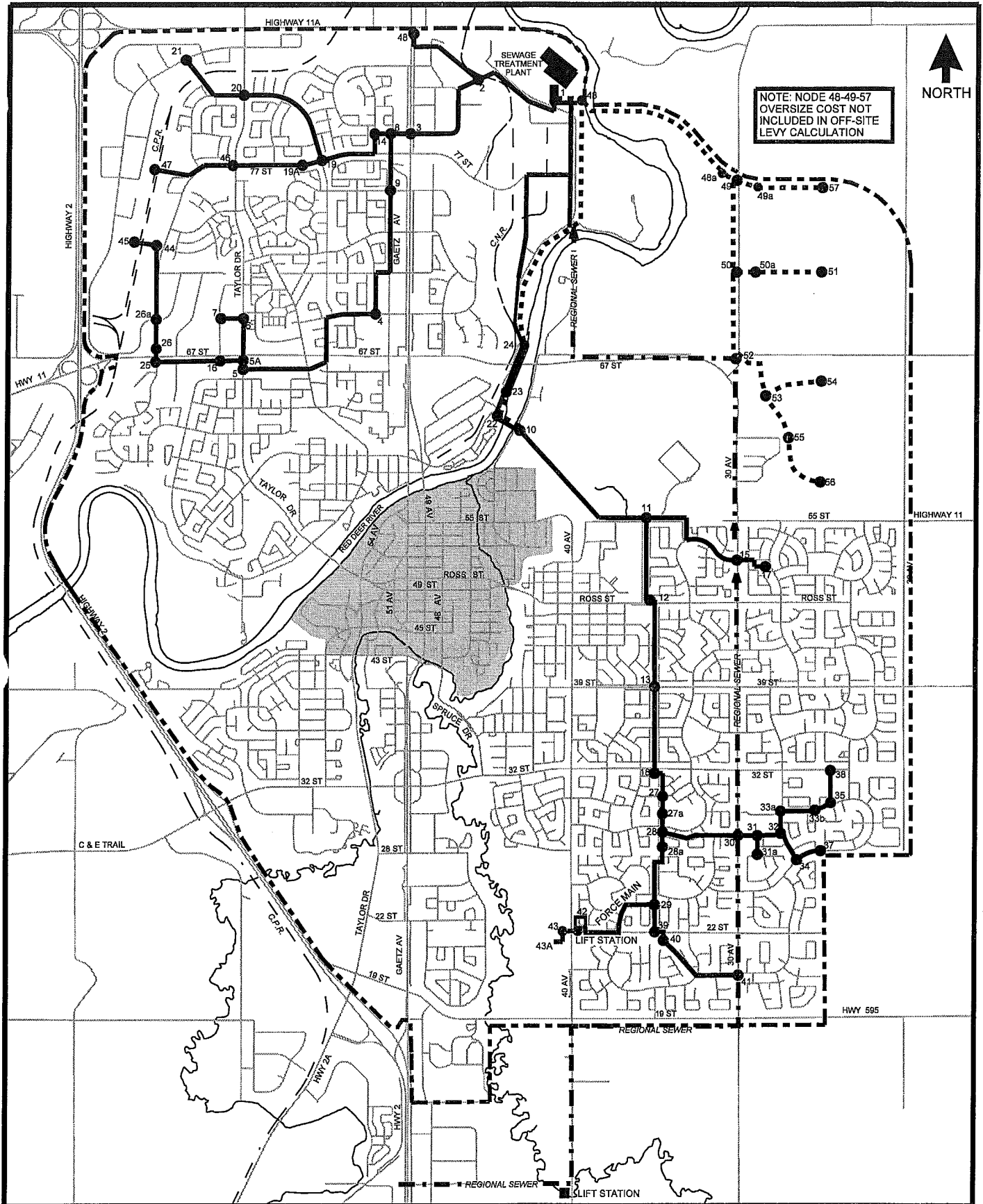
READ A SECOND TIME IN OPEN COUNCIL this day of 2006.

READ A THIRD TIME IN OPEN COUNCIL this day of 2006.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2006.

MAYOR

CITY CLERK

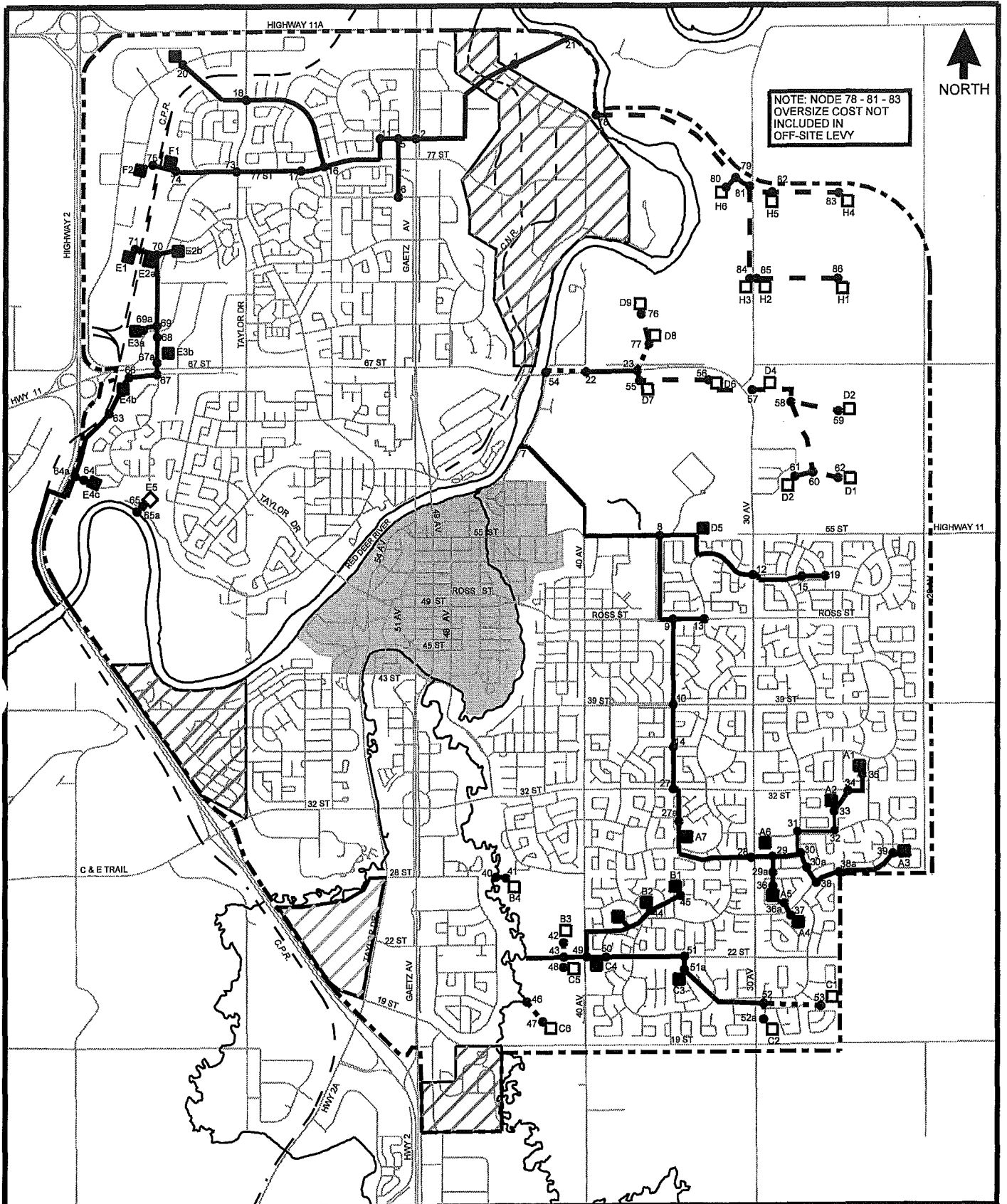


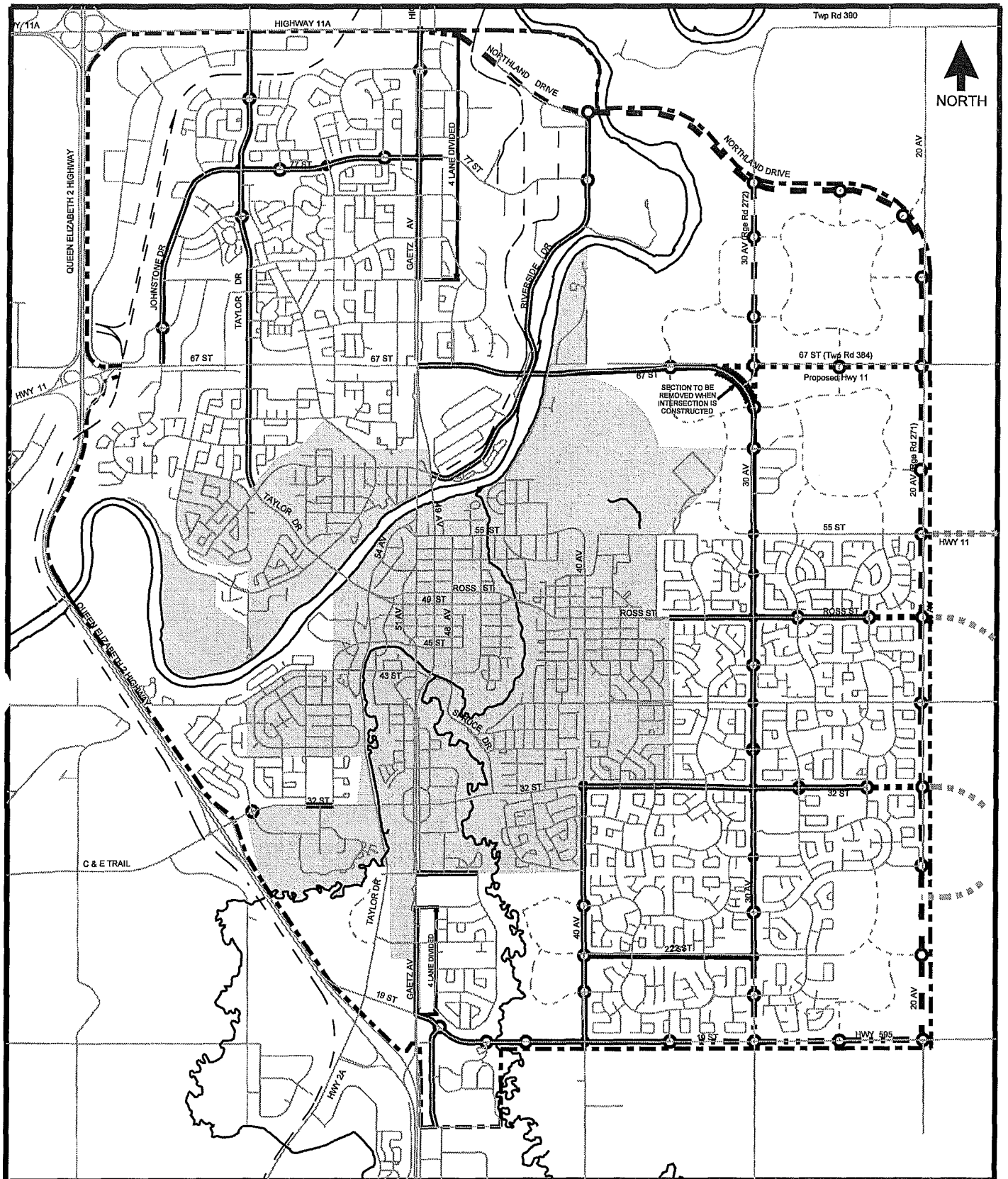
SANITARY TRUNKS

Not to Scale

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "B"**





- Basin Boundary
- Existing 4 lane road (included in levy rate)
- Proposed 4 lane road
- - - - Proposed 4 lane with 2 existing lanes
- . - . Initial 2 lanes of 4 lane divided roadway
- - - - Proposed Collector Roadway

MAJOR THOROUGHFARE LEVY

Not to Scale

Former Central Basin (levies do not apply)

● Existing traffic lights included in offsite levy rate

○ Proposed traffic lights included in offsite levy rate

⊗ Not funded by Levy

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "D"**

To accomplish this, the levy rate will be calculated based on actual revenues and expenditures and future cost estimates from the prior year. For example, the 2007 rates would be established based on 2005 year-end revenues and expenditures, plus 2006 future improvement cost estimates. An adjustment factor would then be added to account for anticipated construction inflation and service basin scope changes. Similarly, 2008 levy rates would be based on actual costs and revenues to the end of 2006 and future cost estimates done in 2007 (i.e. based on 2007 service basin design and tender information), plus an adjustment factor to be determined next year.

Although this process will result in more timely information for the development industry, it will result in a less accurate rate calculation because it will be based on less current data. However, the actual costs and revenues will be accounted for in the levy fund so that no over or under payment will result in the long term.

The inflation and scope adjustment factor proposed for 2007 is 20%. This is based on a predicted inflation range of 10 to 15% and a scope adjustment estimate of 5 to 10%.

As noted within **Table 2**, the calculated 2007 Water, Sanitary, Storm and Roadway off-site levy rate is valued at **\$123,070** per hectare assuming that a 2006 rate of \$90,000 is adopted. This is a 37% increase over the UDI proposed 2006 rate of \$90,000/ha or 22% above the calculated rate of \$100,905.

11. Recommendations

Based on the information provided above, we respectfully recommend that City Council provide first reading to the attached Off-site Levy Bylaws, which include the proposed rates outlined below:

Proposed 2006 Off-site Levy Rates (retroactive to January 1, 2006)

| | | |
|------------|----------------|----------------|
| • Water | \$ 6,800 | (20% decrease) |
| • Sanitary | \$ 9,600 | (84% increase) |
| • Storm | \$ 31,200 | (40% increase) |
| • Roads | \$ 42,400 | (15% increase) |
| Total: | \$ 90,000 / ha | (24% increase) |

December 11, 2006

Page 7

Proposed 2007 Off-site Levy Rates (effective January 1, 2007)

| | | |
|------------|-----------|----------------|
| • Water | \$ 9,440 | (39% increase) |
| • Sanitary | \$ 13,190 | (37% increase) |
| • Storm | \$ 42,710 | (37% increase) |
| • Roads | \$ 57,730 | (36% increase) |

Total: \$ 123,070 / ha (37% increase)



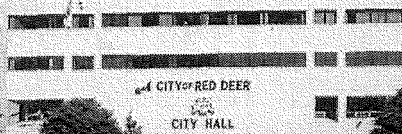
Gregory J. Sikora M.Sc., P.Eng.
Utilities Engineer



Tom C. Warder, P. Eng.
Engineering Services Manager

TCW/GJS/ldr
Att.

- c. City Manager
Director of Development Services
Director of Corporate Services
Streets Engineer
Development Coordinators
Engineering Administrative Supervisor



www.reddeer.ca

CITY OFFICES CLOSED

New Year's 2007

All City of Red Deer Offices will be closed on Monday, January 1, 2007, New Year's Day.

Transit Service

Sunday, December 31 - Last departure out of city centre is 6:45 p.m.

Monday, January 1 - There is NO Transit Service

The Transit Customer Service Centre is closed January 1.

Dawe Centre (information line 342-8235) will be open until 3:00 p.m. December 31 and will be closed January 1.

Collicutt Centre (information line 358-7529) will be open until 5:00 p.m. December 31 and will operate from 10:00 a.m. until 8:00 p.m. on January 1, 2007. Altered holiday hours will affect regular scheduled drop-in activities; please call ahead to verify drop in times.

DEVELOPMENT OFFICER APPROVALS

On December 27, 2006 the Development Officer issued approval for the following applications:

Johnstone Park

1. Havan Built Homes Ltd. - a 6.9 metre rear yard to a proposed semi-detached dwelling to be located at 182 Jenner Crescent.
2. Combres Construction - a 1.42 metre side yard to a proposed semi-detached dwelling to be located at 191 Jordan Parkway.

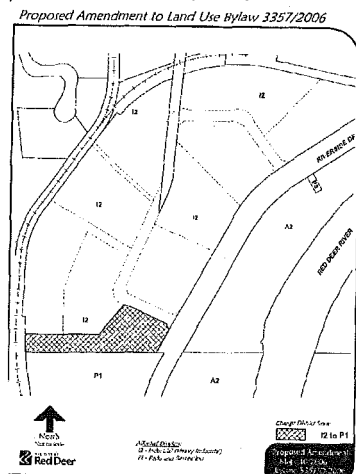
Orlone Park

3. Reid Built Homes Red Deer Ltd. - 2.2 metre rear yards to the steps at existing semi-detached dwellings located at 58, 60, 62, 64, 74, 76, 82, 84, 86 & 88, 6220 Orr Drive.

You may appeal the above decisions to the Red Deer Subdivision & Development Appeal Board, Legislative & Administrative Services, City Hall, prior to 4:30 p.m. Friday, January 12, 2007. Appeal forms (outlining appeal fees) are available at the Legislative & Administrative Services Department. For further information, please phone 342-8192.

RIVERSIDE HEAVY INDUSTRIAL LAND USE BYLAW AMENDMENT

City Council proposes to pass Land Use Bylaw Amendment 3357/O-2006, which provides for the rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of the current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

Help Friends and Family Stay Alive

The Red Deer City RCMP, Mothers Against Drunk Driving (MADD), and CKGY are partners in helping your friends and family stay alive. As a community committed to "I WILL NOT DRIVE if I have been drinking and I will not get into a vehicle with a drunk driver".

OFF-SITE LEVY

Bylaw 3380/2006

Red Deer City Council proposes to pass Bylaw 3380/2006, being a bylaw to provide a uniform levy of off-site costs in respect of previously undeveloped land as shown on various outline plan maps available at Legislative & Administrative Services. Proposed rates per hectare are outlined below

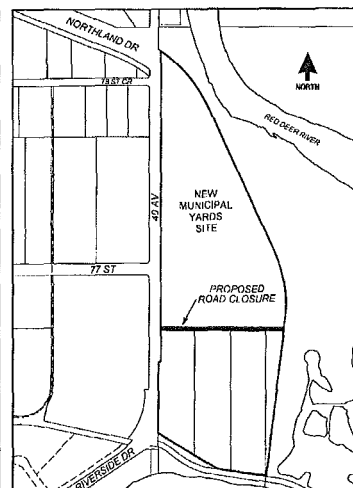
| Proposed 2006 (retroactive to Jan 1/06) | Proposed 2007 (effective Jan. 1/07) |
|--|--|
| Water \$6,800 | Water \$9,440 |
| Sanitary \$9,600 | Sanitary \$13,190 |
| Storm \$31,200 | Storm \$42,710 |
| Roads \$42,400 | Roads \$57,730 |
| Total \$90,000/ha | Total \$123,070/ha |

The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the Engineer Services Manager 342-8158.

City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

RIVERSIDE HEAVY INDUSTRIAL PARK MUNICIPAL YARDS ROAD CLOSURE BYLAW

Red Deer City Council proposes to pass Road Closure Bylaw 3379/2006 which provides for the closure of a portion road on land purchased for the municipal yards in Riverside Heavy Industrial Park described as 'All that portion of unnamed Roadway lying West of Plan 862 1625 and East of the production Northerly of the East limit of road plan 892 0106'. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



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URGENT! Please call/fax within 1 hour of receiving

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| OK as is | | OK with corrections | |
| Sales Rep | 16/27 | Approved by | |
| RED DEER ADVOCATE | | Composed by | do |
| Ph. (403)314-4343 Fax (403) 342-4051 | | Fri., Dec. 29 | |
| INSERT DATE: | AD SIZE: | 4x | |
| AD CODE: | | 99513CityofRedDeerL29 | |

FINAL PROOF. Proof read and approve or mark corrections. Proofing is the responsibility of the Advertiser. Thank you for your co-operation.

DEVELOPMENT OFFICER APPROVALS

On January 3, 2007 the Development Officer issued approval for the following applications:

Mountview

1. Snell & Coland Surveys Ltd. - a 1.31 metre side yard to an existing single family dwelling located at 4105 - 36 Street.

West Park

2. Benoco Land Surveying Ltd. - a 0.72 metre rear yard to an existing detached garage located at 5438 - 37 Street.

You may appeal these decisions to the Red Deer Subdivision & Development Appeal Board, Legislative & Administrative Services, City Hall, prior to 4:30 p.m. Friday, January 19, 2007. Appeal forms (outlining appeal fees) are available at the Legislative & Administrative Services Department. For further information, please phone 342-8132.

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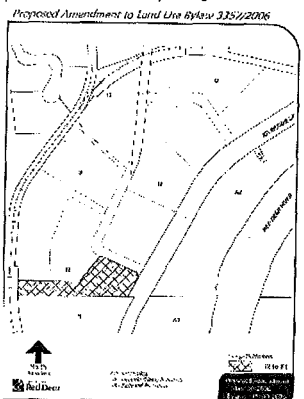
| Proposed 2006 (retroactive to Jan 1/06) | Proposed 2007 (effective Jan. 1/07) |
|--|--|
| Water \$6,800 | Water \$9,440 |
| Sanitary \$9,600 | Sanitary \$13,190 |
| Storm \$31,200 | Storm \$42,710 |
| Roads \$42,400 | Roads \$57,730 |
| Total \$90,000/ha | Total \$123,070/ha |

The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the Engineer Services Manager 342-8158.

City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

RIVERSIDE HEAVY INDUSTRIAL LAND USE BYLAW AMENDMENT

City Council proposes to pass Land Use Bylaw Amendment 3357/O-2006, which provides for the rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of the current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

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Contract For Life!!

You can get your Contract for Life online at www.reddeer.ca/rcmp or from the foyer at the Red Deer City RCMP Detachment, 4811 - 49 Street, Red Deer. Further information is available by phone at 341-2011

SAFE HOMES — SAFE COMMUNITIES

CITY LOT SALE ORIOLE PARK ESTATES AND JOHNSTONE CROSSING

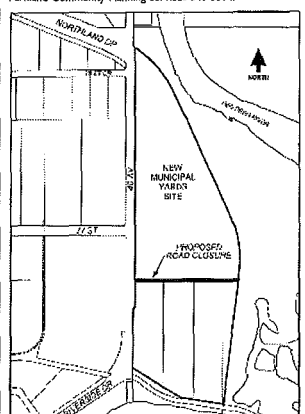
The City will be holding a "modified" lot draw for lots returned from previous draws in both Oriole Park Estates and Johnstone Crossing. Details on subdivision features, eligibility, conditions of sales, architectural controls, prices, etc., will be posted on the City's website: www.reddeer.ca/land. Applicants will be required to complete a registration form listing, in order of preference, which lot(s) they are interested in purchasing. The public is not invited to attend the lot draw, however, a representative from Collins Barrow Chartered Accountants will be present to observe the lot draw procedure.

The lot draw date is scheduled for **Tuesday, January 30, 2007** at 10:00 a.m. Interested parties must register in person at the Land and Economic Development Department, 3rd floor, City Hall, no later than 4:30 p.m., **Monday, January 29, 2007**. No registrations will be taken on the date of the lot draw. Please note that Contractors must have a City of Red Deer General Contractors License in good standing to be eligible to register for the lot draw.

For further information call 342-8127.

RIVERSIDE HEAVY INDUSTRIAL PARK MUNICIPAL YARDS ROAD CLOSURE BYLAW

Red Deer City Council proposes to pass Road Closure Bylaw 3379/2006 which provides for the closure of a portion road on land purchased for the municipal yards in Riverside Heavy Industrial Park described as "All that portion of unnamed Roadway lying West of Plan 862 1625 and East of the production Northerly of the East limit of road plan 872 0106". The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

URGENT! Please call/fax within 1 hour of receiving

RED DEER ADVOCATE

Ph: (403) 314-4343 Fax: (403) 342-4051

INSERT DATE: **FRI, JAN. 5**

AD SIZE: **4x**

AD CODE: **9974CityofRDx270A5**

FINAL PROOF. Proof read and approve or mark corrections. Proofing is the responsibility of the Advertiser. Thank you for your co-operation

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| Sales Rep | OK as is | OK with corrections |
| 16/27 | Approved by | |
| Composed by | do | |



Legislative & Administrative Services

DATE: January 8, 2007
TO: City Council
FROM: Legislative & Administrative Services Manager
SUBJECT: Road Closure Bylaw 3379/2006
Unnamed Road in Riverside Heavy Industrial Park, Municipal Yards Site
City of Red Deer

History

At the Monday, December 18, 2006 meeting of Council, Road Closure Bylaw 3379/2006 was given first reading.

Road Closure Bylaw 3379/2006 allows for the closure of an unnamed and undeveloped road on land purchased for the municipal yards in Riverside Heavy Industrial park. In order to consolidate the parcels, to facilitate development of the site, the road needs to be closed.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, January 15, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

Recommendations

That following the Public Hearing, Council consider 2nd and 3rd readings of the bylaw.



Kelly Kloss
Manager

Memo

REPORT SUBMITTED TO THE
DECEMBER 18, 2006 COUNCIL AGENDA

Date: December 1, 2006

To: Kelly Kloss, Legislative and Administrative Manager

From: Russell Crook, Land and Appraisal Coordinator
Howard Thompson, Land & Economic Development Manager

RE: Road Closure Bylaw for unnamed road in Riverside Heavy Industrial Park.

Background:

The land purchased by the City in 2003 for the municipal yards in Riverside Heavy Industrial Park is bisected by an unnamed and undeveloped road. In order to consolidate the parcels, to facilitate the development, the road needs to be closed by bylaw. The road is shown on the attached sketch.

Recommendation:

City Council approves first reading of a bylaw having the effect of closing;

"Plan 6BG

All that portion of the unnamed Roadway lying West of Plan 862 1625 and east of the production Northerly of the East limit of road plan 892 0106

Excepting thereout all mines and minerals "



Russell Crook
Land and Appraisal Coordinator

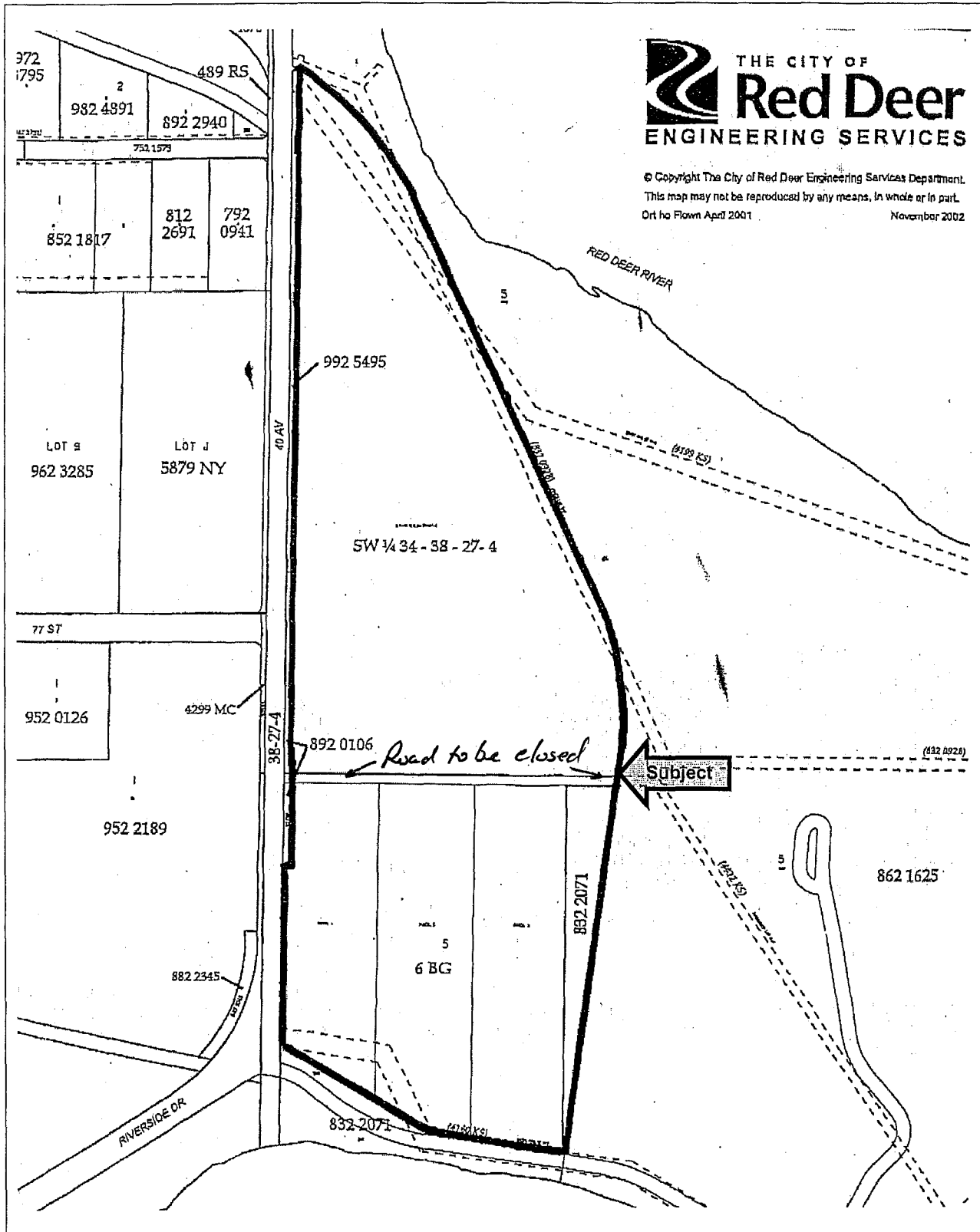


Howard Thompson
Land & Economic Development Manager

Attach.

c. Tom Warder, Engineering Services Manager

Site Map





Legislative & Administrative Services

Council Decision – January 15, 2007

DATE: January 16, 2007

TO: Russell Crook, Land and Appraisal Coordinator
Howard Thompson, Land & Economic Development Manager

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Road Closure Bylaw 3379/2006
Unnamed Road in Riverside Heavy Industrial Park

Reference Report:

Land and Appraisal Coordinator and Land & Economic Development Manager, dated December 1, 2006

Bylaw Readings:

Road Closure Bylaw 3379/2006 was given second and third readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

- 1) Road Closure Bylaw 3379/2006 allows for the closure of an unnamed and undeveloped road on land purchased for the municipal yards in Riverside Heavy Industrial Park. In order to consolidate the parcels to facilitate development of the site, the road needs to be closed. A certified copy of Road Closure Bylaw 3379/2006 is attached for your use.
- 2) A question arose as to whether this closed road needs to be rezoned to I2. Please review this with Parkland Community Planning Services and advise.

Kelly Kloss
Manager

/chk
attchs.

c Director of Development Services
Engineering Services Manager

BYLAW NO. 3379/2006

Being a bylaw to close portions of road in the City of Red Deer, as described herein.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

- 1 The following portions of roadway in the City of Red Deer are hereby closed:

“Plan 6BG

All that portion of unnamed Roadway lying West of Plan 862.1625
and east of the production Northerly of the East limit of road plan
892 0106

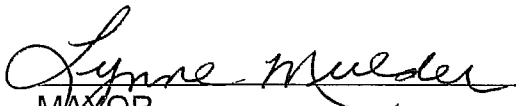
Excepting thereout all mines and minerals”

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

READ A SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

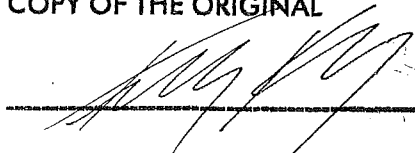
READ A THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

CERTIFIED TO BE A TRUE AND CORRECT
COPY OF THE ORIGINAL



LUB 3379-2006
Unnamed Road in Riverside Heavy Industrial

DESCRIPTION: Closure of unnamed and undeveloped road

FIRST READING: December 18, 2006

FIRST PUBLICATION: December 29, 2006

SECOND PUBLICATION: January 5, 2006

PUBLIC HEARING & SECOND READING: January 15, 2006

THIRD READING: _____

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☐ NO ☐

DEPOSIT: YES ☐ \$ _____ NO ☐

COST OF ADVERTISING RESPONSIBILITY OF: CITY

S

ACTUAL COST OF ADVERTISING:

\$ 336.96 X 2

TOTAL: \$ _____

MAP PREPARATION: \$ _____

TOTAL COST: \$ _____

LESS DEPOSIT RECEIVED: \$ _____

AMOUNT OWING/ (REFUND): \$ _____

INVOICE NO.: _____

(Advertising Revenue to 180.5901)

*City owned property.
No mail out.*



Council Decision – December 18, 2006

Legislative & Administrative Services

DATE: December 19, 2006

TO: Russell Crook, Land and Appraisal Coordinator
Howard Thompson, Land & Economic Development Manager

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Road Closure Bylaw 3379/2006
Unnamed Road in Riverside Heavy Industrial Park, Municipal Yards Site
City of Red Deer

Reference Report:

Land & Appraisal Coordinator, dated December 1, 2006

Bylaw Readings:

Road Closure Bylaw 3379/2006 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes. A Public Hearing will be held on Monday, January 15, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

Comments/Further Action:

Road Closure Bylaw 3379/2006 allows for the closure of an unnamed and undeveloped road on land purchased for the municipal yards in Riverside Heavy Industrial park. In order to consolidate the parcels, to facilitate development of the site, the road needs to be closed. This office will advertise for the Public Hearing. The City will be responsible for the advertising costs in this instance.


Kelly Kloss
Manager

/chk

/attach.

c Director of Development Services
Inspections & Licensing Manager
C. Adams, Administrative Assistant
V. Crawford, Clerk Steno

BYLAW NO. 3379/2006

Being a bylaw to close portions of road in the City of Red Deer, as described herein.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1 The following portions of roadway in the City of Red Deer are hereby closed:

“Plan 6BG

All that portion of unnamed Roadway lying West of Plan 862 1625
and east of the production Northerly of the East limit of road plan
892 0106

Excepting thereout all mines and minerals”

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

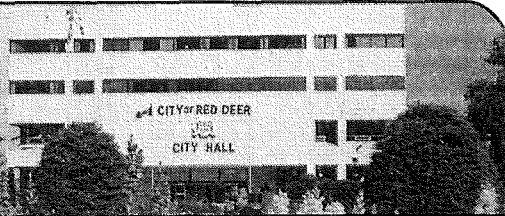
READ A SECOND TIME IN OPEN COUNCIL this day of 2006.

READ A THIRD TIME IN OPEN COUNCIL this day of 2006.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2006.

MAYOR

CITY CLERK



www.reddeer.ca

CITY OFFICES CLOSED New Year's 2007

All City of Red Deer Offices will be closed on Monday, January 1, 2007, New Year's Day.

Transit Service

Sunday, December 31 - Last departure out of city centre is 6:45 p.m.

Monday, January 1 - There is NO Transit Service

The Transit Customer Service Centre is closed January 1.

Dawe Centre (information line 342-8235) will be open until 3:00 p.m. December 31 and will be closed January 1.

Collicutt Centre (information line 358-7529) will be open until 5:00 p.m. December 31 and will operate from 10:00 a.m. until 8:00 p.m. on January 1, 2007. Altered holiday hours will affect regular scheduled drop-in activities; please call ahead to verify drop in times.

DEVELOPMENT OFFICER APPROVALS

On December 27, 2006 the Development Officer issued approval for the following applications:

Johnstone Park

1. Havan Built Homes Ltd. - a 6.9 metre rear yard to a proposed semi-detached dwelling to be located at 182 Jenner Crescent.

2. Combres Construction - a 1.42 metre side yard to a proposed semi-detached dwelling to be located at 191 Jordan Parkway.

Oriole Park

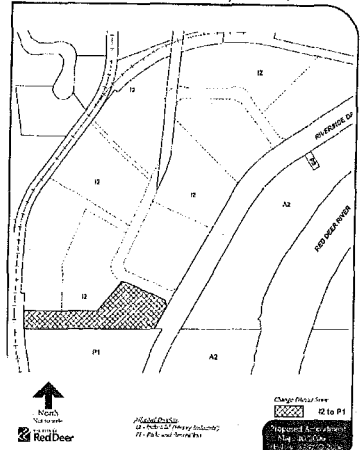
3. Reid Built Homes Red Deer Ltd. - 2.2 metre rear yards to the steps at existing semi-detached dwellings located at 58, 60, 62, 64, 74, 76, 82, 84, 86 & 88, 6220 Orr Drive.

You may appeal the above decisions to the Red Deer Subdivision & Development Appeal Board, Legislative & Administrative Services, City Hall, prior to 4:30 p.m. Friday, January 12, 2007. Appeal forms (outlining appeal fees) are available at the Legislative & Administrative Services Department. For further information, please phone 342-8192.

RIVERSIDE HEAVY INDUSTRIAL LAND USE BYLAW AMENDMENT

City Council proposes to pass Land Use Bylaw Amendment 3357/O-2006, which provides for the rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of the current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.

Proposed Amendment to Land Use Bylaw 3357/2006



City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

Help Friends and Family Stay Alive

The Red Deer City RCMP, Mothers Against Drunk Driving (MADD), and CKGY are partners in helping your friends and family stay alive. As a community committed to "I WILL NOT DRIVE if I have been drinking and I will not get into a vehicle with a drunk driver".

OFF-SITE LEVY Bylaw 3380/2006

Red Deer City Council proposes to pass Bylaw 3380/2006, being a bylaw to provide a uniform levy of off-site costs in respect of previously undeveloped land as shown on various outline plan maps available at Legislative & Administrative Services. Proposed rates per hectare are outlined below

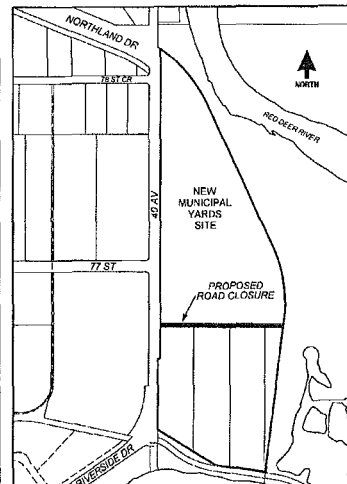
| Proposed 2006 (retroactive to Jan 1/06) | Proposed 2007 (effective Jan. 1/07) |
|--|--|
| Water \$6,800 | Water \$9,440 |
| Sanitary \$9,600 | Sanitary \$13,190 |
| Storm \$31,200 | Storm \$42,710 |
| Roads \$42,400 | Roads \$57,730 |
| Total \$90,000/ha | Total \$123,070/ha |

The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the Engineer Services Manager 342-8158.

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RIVERSIDE HEAVY INDUSTRIAL PARK MUNICIPAL YARDS ROAD CLOSURE BYLAW

Red Deer City Council proposes to pass Road Closure Bylaw 3379/2006 which provides for the closure of a portion road on land purchased for the municipal yards in Riverside Heavy Industrial Park described as 'All that portion of unnamed Roadway lying West of Plan 862 1625 and East of the production Northerly of the East limit of road plan 892 0106'. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



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URGENT! Please call/fax within 1 hour of receiving

RED DEER ADVOCATE

Ph. (403)314-4343 Fax (403) 342-4051

OK as is
OK with corrections
Approved by

Sales Rep 16/27
Composed by do

INSERT DATE: Fri., Dec. 29
AD SIZE: 4x
AD CODE: 99513CityofRedDeerL29

FINAL PROOF. Proof read and approve or mark corrections. Proofing is the responsibility of the Advertiser. Thank you for your co-operation

DEVELOPMENT OFFICER APPROVALS

On January 3, 2007 the Development Officer issued approval for the following applications:

Mountview

1. Snell & Oslund Surveys Ltd. - a 1.31 metre side yard to an existing single family dwelling located at 4105 - 36 Street.

West Park

2. Bemoco Land Surveying Ltd. - a 0.72 metre rear yard to an existing detached garage located at 5438 - 37 Street.

You may appeal these decisions to the Red Deer Subdivision & Development Appeal Board, Legislative & Administrative Services, City Hall, prior to 4:30 p.m. Friday, January 19, 2007. Appeal forms (outlining appeal fees) are available at the Legislative & Administrative Services Department. For further information, please phone 342-8132.

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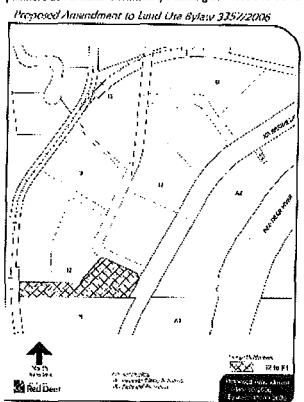
| Proposed 2006 (retroactive to Jan 1/06) | Proposed 2007 (effective Jan. 1/07) |
|--|--|
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RIVERSIDE HEAVY INDUSTRIAL LAND USE BYLAW AMENDMENT

City Council proposes to pass Land Use Bylaw Amendment 3357/0-2006, which provides for the rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of the current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



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Contract For Life!!

You can get your Contract for Life online at www.reddeer.ca/rcmp or from the foyer at the Red Deer City RCMP Detachment, 4811 - 49 Street, Red Deer. Further information is available by phone at 341-2011.

SAFE HOMES — SAFE COMMUNITIES

CITY LOT SALE ORIOLE PARK ESTATES AND JOHNSTONE CROSSING

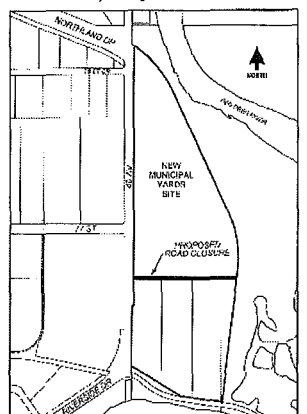
The City will be holding a "modified" lot draw for lots returned from previous draws in both Oriole Park Estates and Johnstone Crossing. Details on subdivision features, eligibility, conditions of sales, architectural controls, prices, etc., will be posted on the City's website: www.reddeer.ca/land. Applicants will be required to complete a registration form listing, in order of preference, which lot(s) they are interested in purchasing. The public is not invited to attend the lot draw, however, a representative from Collins Barrow Chartered Accountants will be present to observe the lot draw procedure.

The lot draw date is scheduled for **Tuesday, January 30, 2007 at 10:00 a.m.** Interested parties must register in person at the Land and Economic Development Department, 3rd floor, City Hall, no later than **4:30 p.m., Monday, January 29, 2007**. No registrations will be taken on the date of the lot draw. Please note that Contractors must have a City of Red Deer General Contractors License in good standing to be eligible to register for the lot draw.

For further information call 342-8127.

RIVERSIDE HEAVY INDUSTRIAL PARK MUNICIPAL YARDS ROAD CLOSURE BYLAW

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URGENT! Please call/fax within 1 hour of receiving

RED DEER ADVOCATE

Ph: (403) 314-4343 Fax: (403) 342-4051

INSERT DATE: **FRI, JAN 5**

AD SIZE: **4x**

AD CODE: **9974CityofRD4x270AS**

FINAL PROOF. Proof read and approve or mark corrections. Proofing is the responsibility of the Advertiser. Thank you for your co-operation

| | | |
|-----------|-------------|---------------------|
| Sales Rep | OK as is | OK with corrections |
| 16/27 | Approved by | Composed by |
| do | | |

**Legislative & Administrative Services**

DATE: January 8, 2007
TO: City Council
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

History

At the Monday, December 18, 2006 Council meeting, Council gave first reading to Land Use Bylaw Amendment 3357/O-2006.

Land Use Bylaw Amendment 3357/O-2006 provides for a rezoning of 1.35 ha of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application.

Public Consultation Process

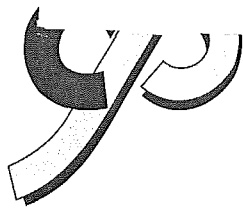
A Public Hearing has been advertised for Monday, January 15, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting. The owners of the properties bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council consider second and third reading of the bylaw.



Kelly Kloss
Manager



**LAND
COMMUNITY
PLANNING
SERVICES**

**REPORT SUBMITTED TO THE
DECEMBER 18, 2006 COUNCIL AGENDA**

e-mail: pcps@pcps.ab.ca
www.pcps.ca

DATE: December 7, 2006

TO: Kelly Kloss, Legislative and Administrative Services Manager

FROM: Martin Kvapil, Planning Assistant

RE: Land Use Bylaw Amendment No. 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

Proposal

The applicant is seeking to rezone a 1.35-ha portion of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application. The boundaries of the proposed MR parcel are dictated by existing topography and vegetation. Considering the existing P1 lands adjacent to the south, Recreation, Parks and Culture has determined this subject parcel, in its present state, to be of an environmental value and asset to the City's open space system.

Staff Recommendation

It is recommended that City Council proceed with first reading of Land Use Bylaw Amendment 3357/O-2006.

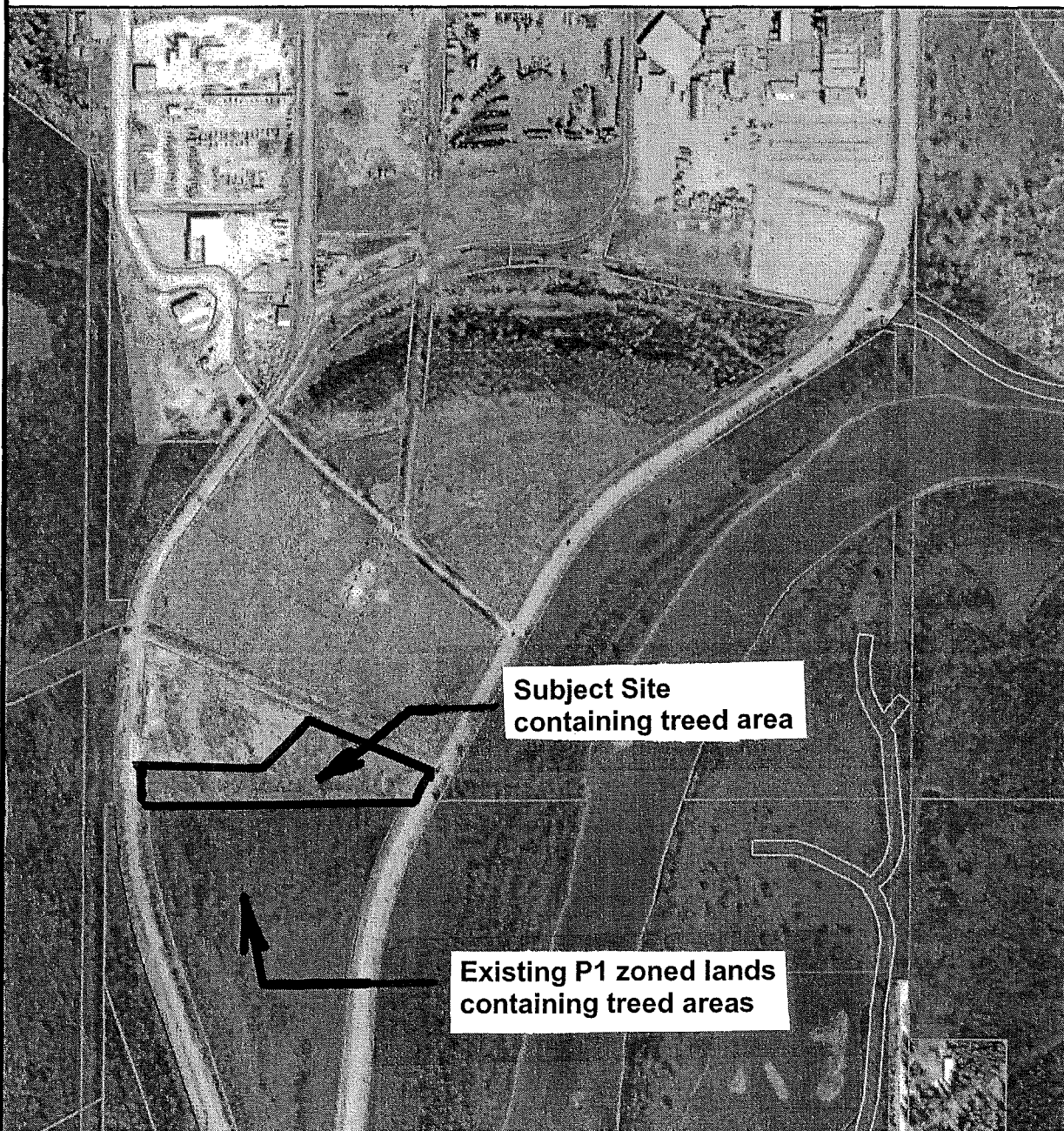
Martin Kvapil
PLANNING ASSISTANT

Tony Lindhout
CITY PLANNING MANAGER

Attach.



Map Produced By The City of Red Deer



LEGEND

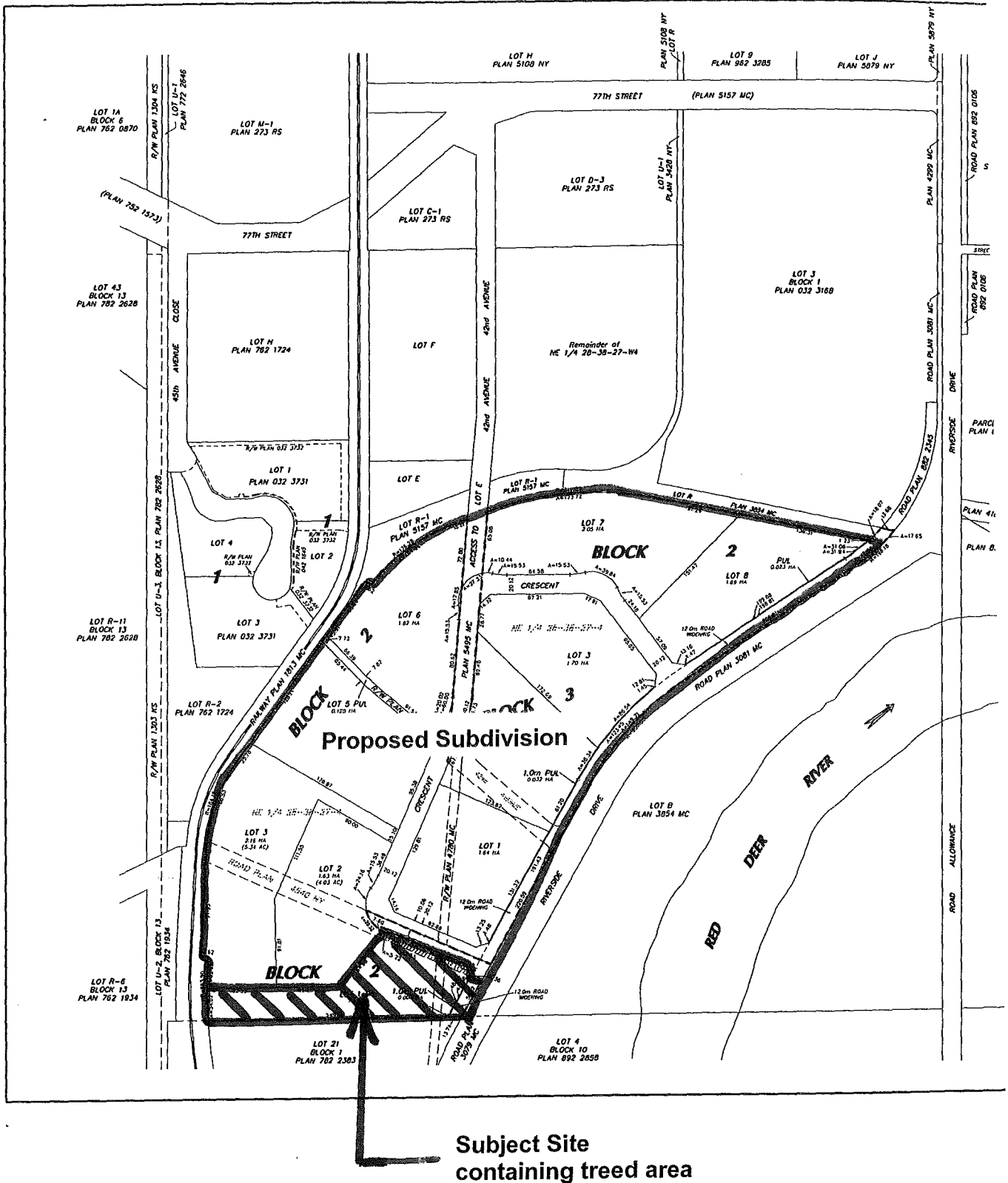
Legal Fabric
Parcel Fabric
Base
2004 Ortho Image



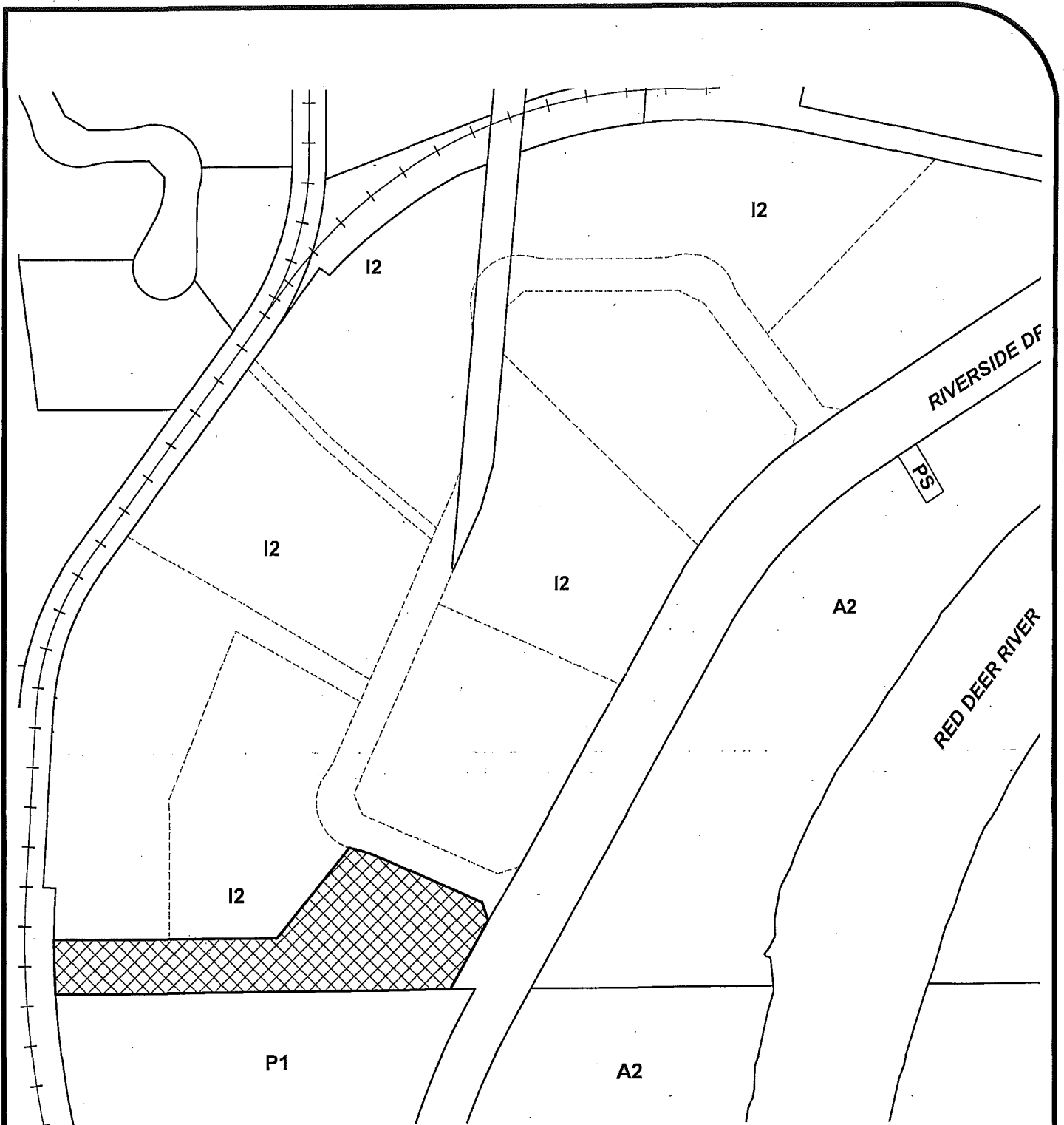
2006/12/13
Scale 1 : 6589

The City of Red Deer does not guarantee
the accuracy of the information.
Data to be used as information only.

Copyright © 2006 The City of Red Deer



Proposed Amendment to Land Use Bylaw 3357/2006



North
Not to Scale



Affected Districts:
I2 - Industrial (Heavy Industrial)
P1 - Parks and Recreation

Change District from:



I2 to P1

Proposed Amendment
Map: 10/2006
Bylaw: 3357/O-2006



Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Martin Kvapil, Parkland Community Planning Services
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

Reference Report:

Parkland Community Planning Services, dated December 7, 2006

Bylaw Readings:

Land Use Bylaw Amendment 3357/O-2006 was given second and third readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

Land Use Bylaw Amendment 3357/O-2006 provides for a rezoning of 1.35 ha of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application. This office will amend the Land Use Bylaw in due course.


Kelly Kloss
Manager

/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
City Assessor
J. Fuller, Graphics Designer
V. Crawford, Clerk Steno

BYLAW NO. 3357/O-2006

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

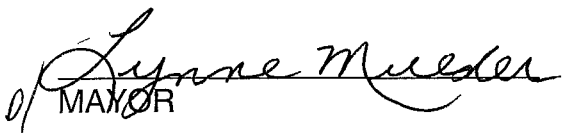
1. That "Use District Map N19" contained within "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 10 attached hereto and forming part of the bylaw.

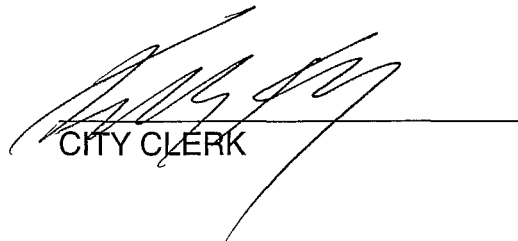
READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

READ A SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

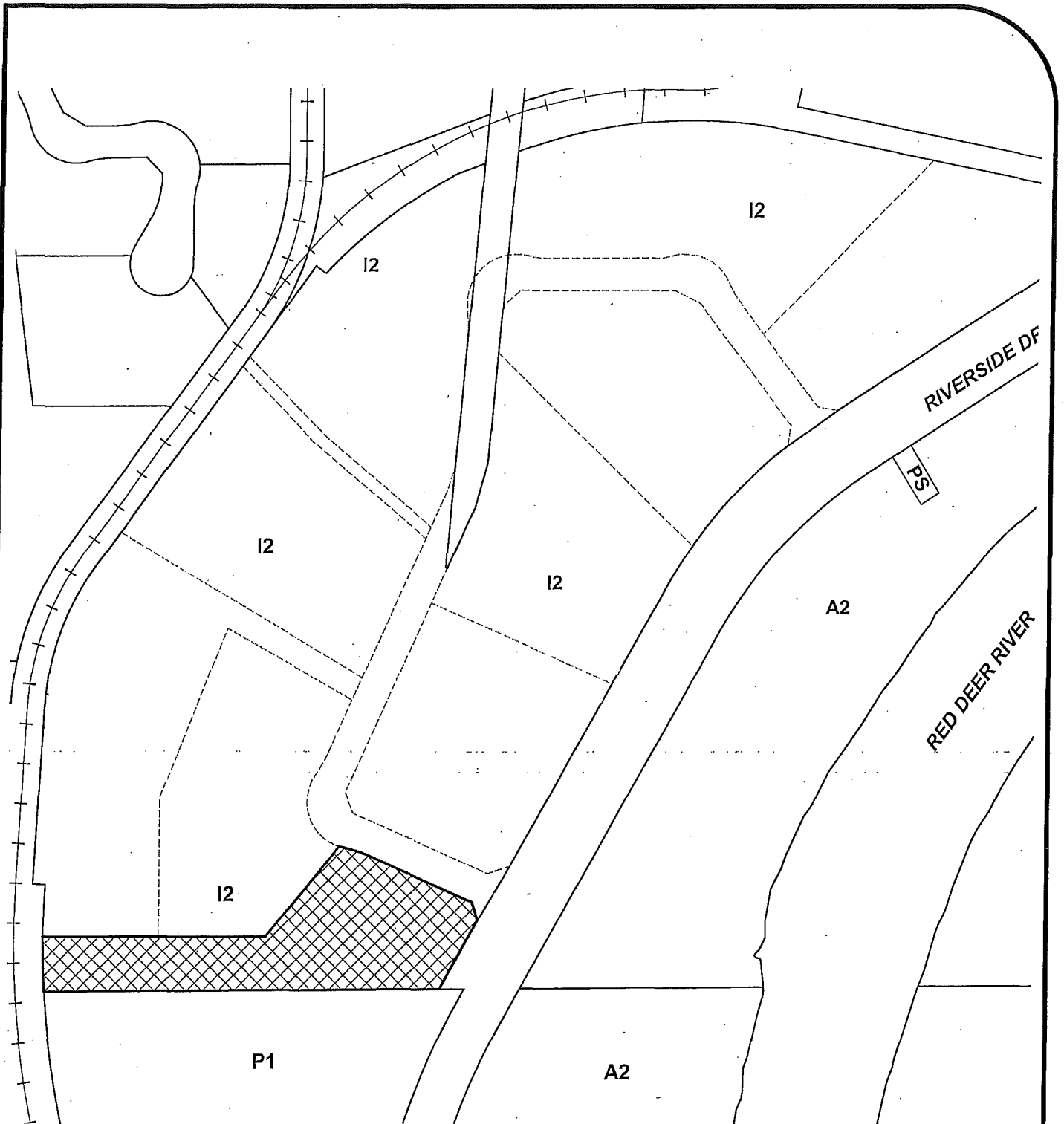
READ A THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



North
Not to Scale



Affected Districts:
I2 - Industrial (Heavy Industrial)
P1 - Parks and Recreation

Change District from:



I2 to P1

Proposed Amendment
Map: 10/2006
Bylaw: 3357/O-2006



LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Multicon Limited
12816 Canso Crescent, S.W.
Calgary, AB T2W 3B1

Dear Sirs:

Re: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

At the City of Red Deer's Council Meeting held January 15, 2007, a Public Hearing was held with respect to *Land Use Bylaw Amendment 3357/O-2006*. Following the Public Hearing, *Land Use Bylaw Amendment 3357/O-2006* was given second and third readings, a copy of which is attached.

Land Use Bylaw Amendment 3357/O-2006 provides for a rezoning of 1.35 ha of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application.

Please call if you have any questions.

Sincerely,



Kelly Kloss
Manager

/attach.

c Land & Appraisal Coordinator
Parkland Community Planning Services

BYLAW NO. 3357/O-2006

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

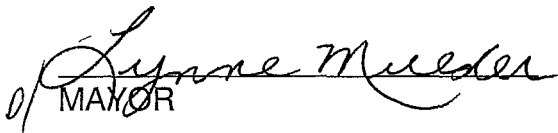
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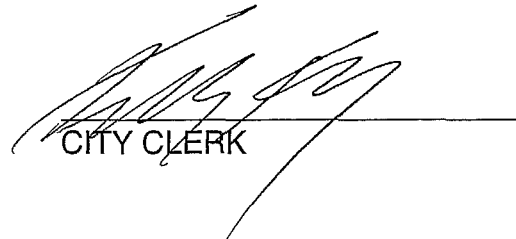
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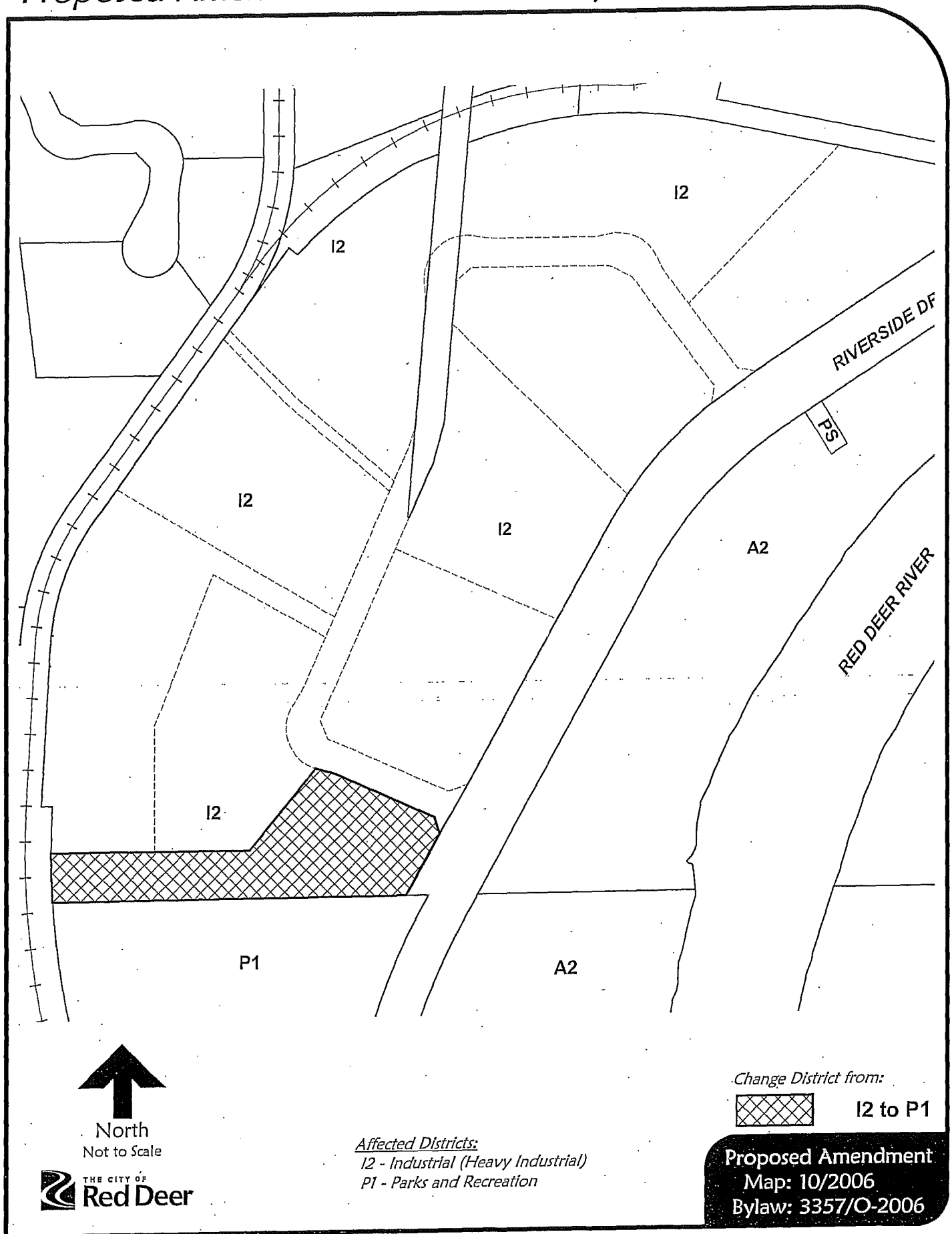
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AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



LUB 3357/O-2006
NE ¼ 28-38-27-4 – Riverside Heavy Industrial

DESCRIPTION: Rezoning of 1.35 ha Riverside Heavy Industrial to P1

FIRST READING: December 18, 2006

FIRST PUBLICATION: December 29, 2006

SECOND PUBLICATION: January 5, 2006

PUBLIC HEARING & SECOND READING: January 15, 2006

THIRD READING: _____

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☒ NO ☐

DEPOSIT: YES ☐ \$ _____ NO ☐

COST OF ADVERTISING RESPONSIBILITY OF: Multicon

ACTUAL COST OF ADVERTISING:

\$ 331.20 X 2

TOTAL: \$ 662.40

MAP PREPARATION: \$ /

TOTAL COST: \$ /

LESS DEPOSIT RECEIVED: \$ /

AMOUNT OWING/ (REFUND): \$ 662.40 + gst.

INVOICE NO.: 195242

(Advertising Revenue to 180.5901)

Beth 816059



Council Decision – December 18, 2006

Legislative & Administrative Services

DATE: December 19, 2006
TO: Martin Kvapil, Parkland Community Planning Services
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

Reference Report:

Parkland Community Planning Services, dated December 7, 2006

Bylaw Readings:

Land Use Bylaw Amendment 3357/O-2006 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, January 15, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3357/O-2006 provides for a rezoning of 1.35 ha of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application. This office will now proceed with the advertising for a Public Hearing. Multicon Limited will be responsible for the advertising costs in this instance.


Kelly Kloss
Manager

/chk

/attach.

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Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant
V. Crawford, Clerk Steno

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READ A SECOND TIME IN OPEN COUNCIL this day of 2006.

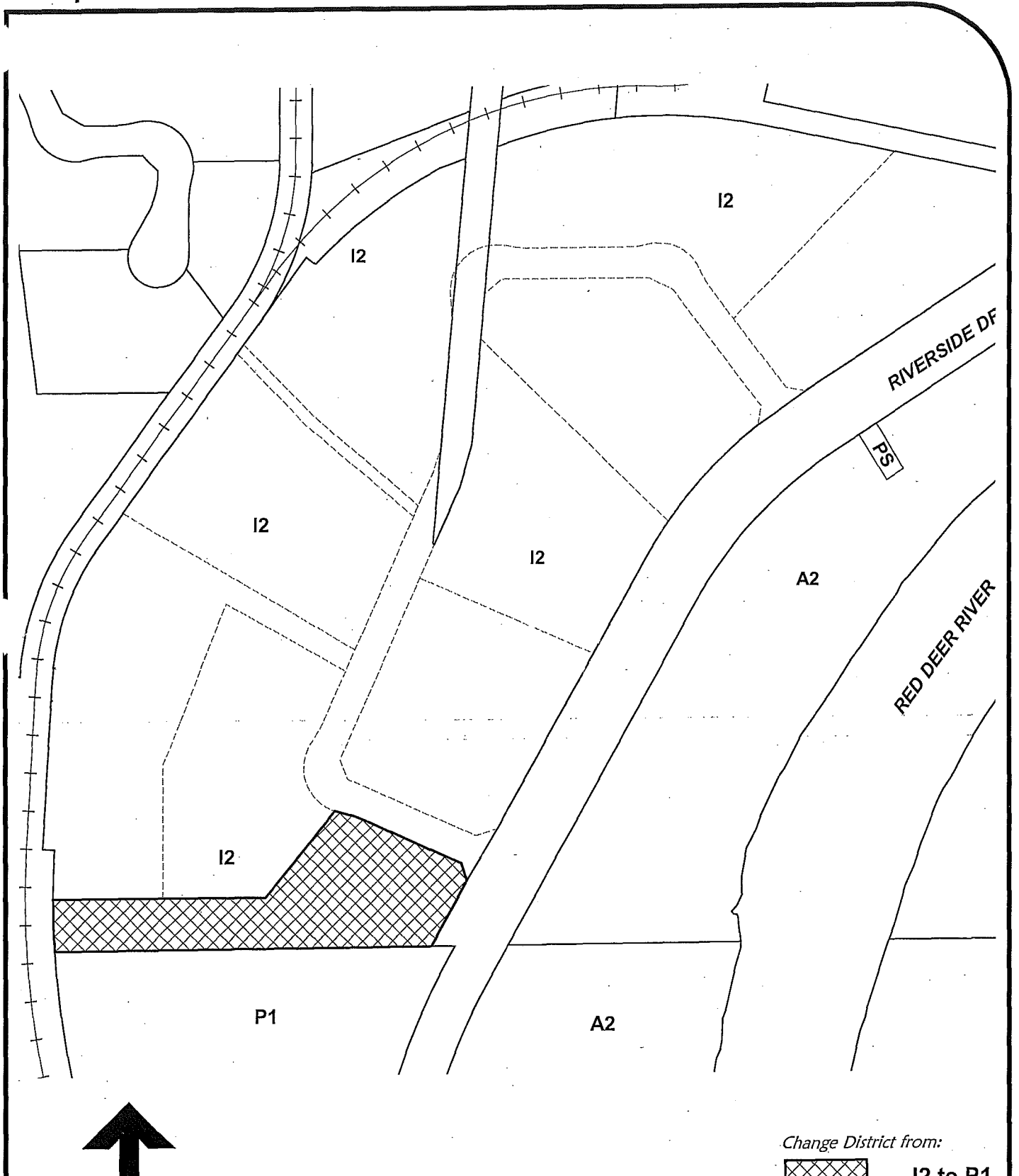
READ A THIRD TIME IN OPEN COUNCIL this day of 2006.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2006.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



North
Not to Scale



Affected Districts:
I2 - Industrial (Heavy Industrial)
P1 - Parks and Recreation

Change District from:



I2 to P1

Proposed Amendment
Map: 10/2006
Bylaw: 3357/O-2006



LEGISLATIVE & ADMINISTRATIVE SERVICES

December 19, 2006

Multicon Limited
12816 Canso Crescent, S.W.
Calgary, AB T2W 3B1

Dear Sirs:

Re: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

Red Deer City Council gave first readings to *Land Use Bylaw Amendment 3357/O-2006* at the City of Red Deer's Council meeting held Monday, December 18, 2006. For your information, a copy of the bylaw is attached.

Land Use Bylaw Amendment 3357/O-2006 provides for a rezoning of 1.35 ha of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application.

Council must hold a Public Hearing before giving second and third readings to the bylaw. This office will now advertise for the Public Hearings to be held on Monday, January 15, 2007 at 6:00 p.m. in Council Chambers of City Hall during Council's regular meeting.

You are responsible for the advertising costs and will be invoiced for these costs which we estimate to be approximately \$700.00. If you are not in agreement with paying this cost, please notify me by 10:00 A.M. on Wednesday, December 27, 2006.

Please call if you have any questions.

Sincerely,

Kelly Kloss
Manager

/attach.

c Land & Appraisal Coordinator
Parkland Community Planning Services
C. Adams, Administrative Assistant

BYLAW NO. 3357/O-2006

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1. That "Use District Map N19" contained within "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 10 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

READ A SECOND TIME IN OPEN COUNCIL this day of 2006.

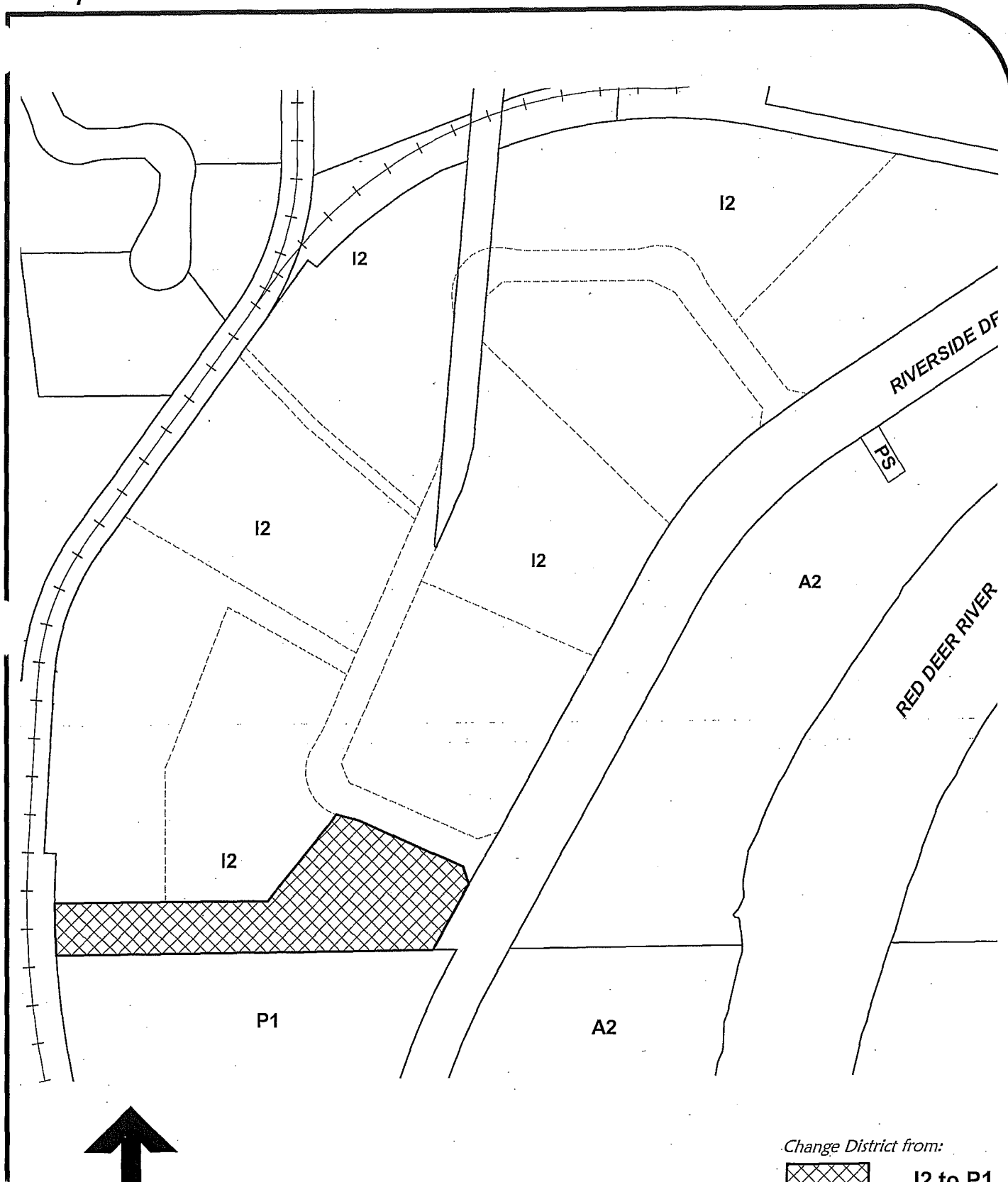
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CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



North
Not to Scale



Affected Districts:
I2 - Industrial (Heavy Industrial)
P1 - Parks and Recreation

Change District from:



I2 to P1

Proposed Amendment
Map: 10/2006
Bylaw: 3357/O-2006

December 27, 2006

«Prime_Owner_Name»

«Owner_Address_1»

«Owner_Address_2»

«Owner_Address_3»

Dear Sir/Madam:

Re: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

Red Deer City Council is considering a change to the Land Use Bylaw, which controls the use and development of land and buildings in the city. As a property owner in the area of proposed changes, you have an opportunity to ask questions about the intended use and to let Council know your views.

Red Deer City Council proposes to pass **Land Use Bylaw Amendment 3357/O-2006**, which provides for a rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall, during regular office hours. For more details contact the city planners at Parkland Community Planning Services at 343-3394.

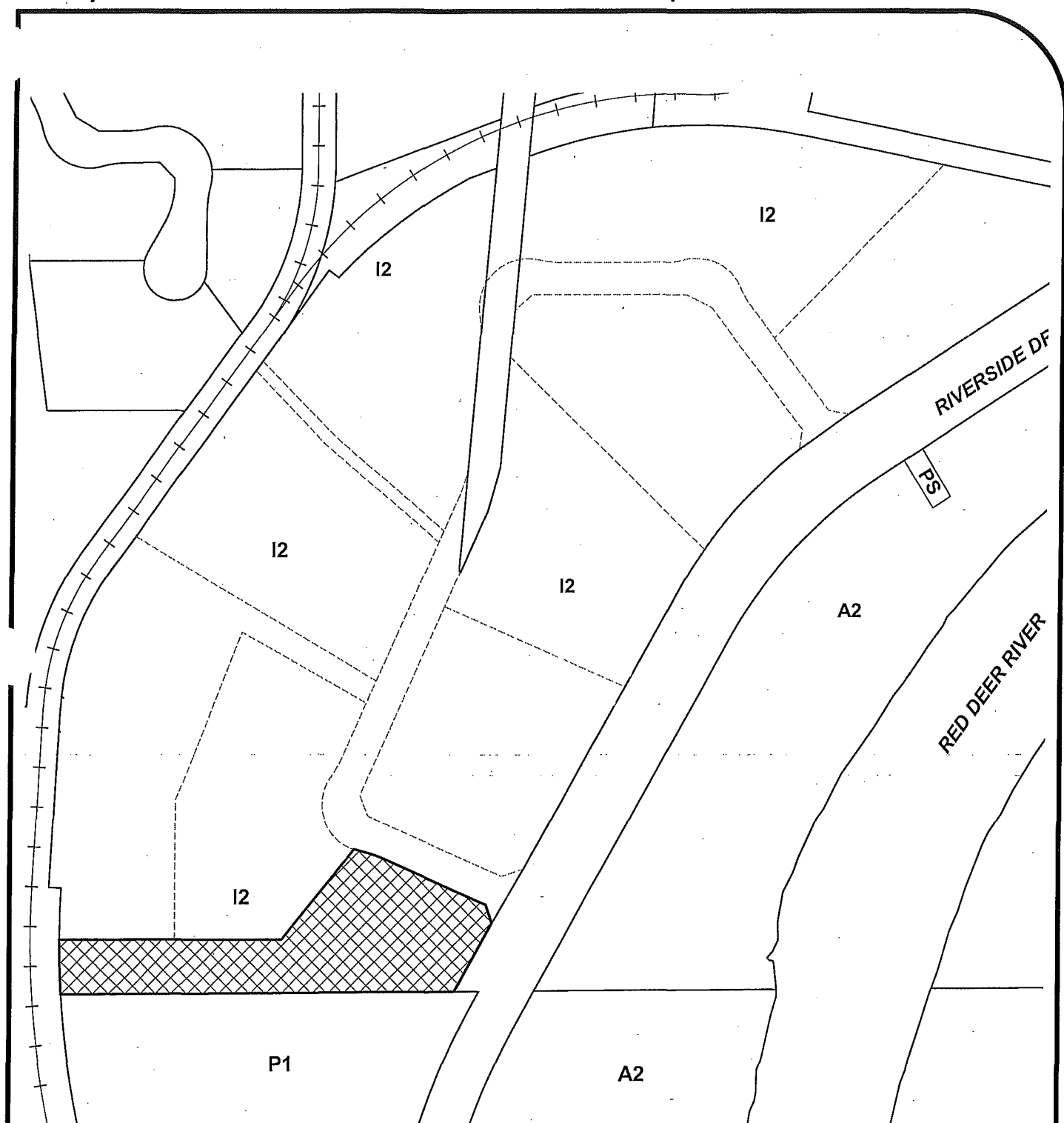
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Yours truly,



Kelly Kloss
Manager, Legislative & Administrative Services
Enclosure

Proposed Amendment to Land Use Bylaw 3357/2006



North
Not to Scale



Affected Districts:
I2 - Industrial (Heavy Industrial)
P1 - Parks and Recreation

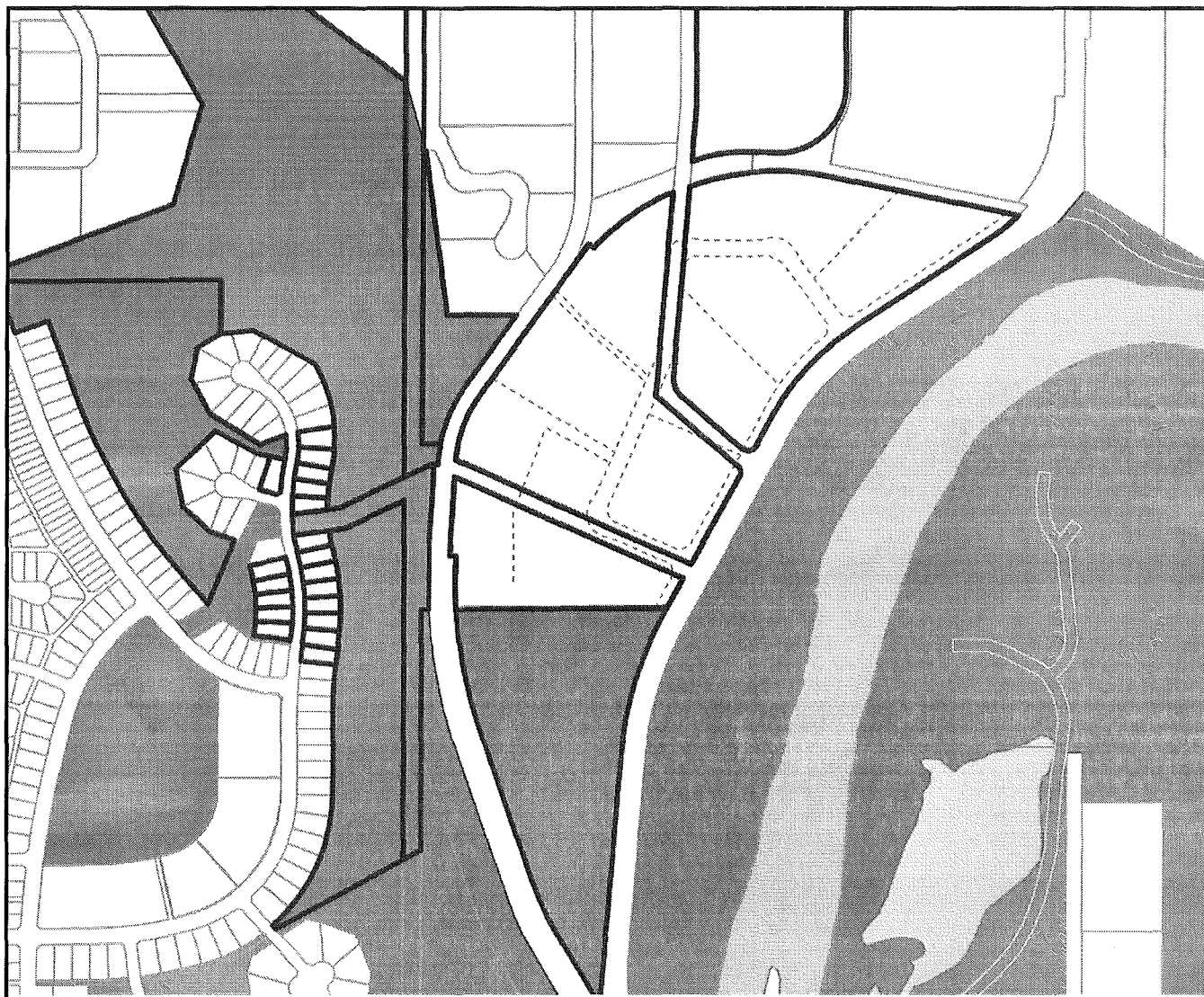
Change District from:



I2 to P1

Proposed Amendment
Map: 10/2006
Bylaw: 3357/O-2006

| Prime Owner Name | Owner Address 1 | Owner Address 2 |
|--------------------------------------|-------------------|----------------------|
| VIRGINIA B. & LARRY MCALLISTER | 199 PIPER DRIVE | RED DEER, AB T4P 1L5 |
| BRIAN D & MARGARET J KEEN | 195 PIPER DRIVE | RED DEER, AB T4P 1L5 |
| TERRY & PAMELA J LAYCOCK | 191 PIPER DR | RED DEER, AB T4P 1L5 |
| ANTHONY KAYTOR & SUSAN J GOALEN | 187 PIPER DR | RED DEER, AB T4P 1L5 |
| WAYNE F & AGNES I MCCOWAN | 183 PIPER DRIVE | RED DEER, AB T4P 1L5 |
| LYNDA SANDO & GUY WELWOOD | 179 PIPER DR | RED DEER, AB T4P 1L5 |
| CHARLES & DEBBY LEWIS | 171 PIPER AVE | RED DEER, AB T4P 1L5 |
| GORDON BLOMGREN | 167 PIPER DR | RED DEER, AB T4P 1L5 |
| MARK & LOUISE PAVLICK | 166 PIPER DR | RED DEER, AB T4P 1L6 |
| BRUCE A. & MYRNA J. KELLEY | 163 PIPER DRIVE | RED DEER, AB T4P 1L5 |
| KELLY & BRENDA RADATZKE | 162 PIPER DRIVE | RED DEER, AB T4P 1L6 |
| DON & MAUREEN ANN YAMAGISHI | 159 PIPER DR | RED DEER, AB T4P 1L5 |
| BLAIR HURLBUT & ROBYN KATHLEEN STONE | 158 PIPER DRIVE | RED DEER, AB T4P 1L6 |
| KURT SCHULTZ & SHEILA A ZIEHL | 155 PIPER DR | RED DEER, AB T4P 1L5 |
| GERLITZ HOMES LTD | 27 GOODACRE CLOSE | RED DEER, AB T4P 3A3 |
| JOHN WILLIAM & BARBARA GAIL ANDREWS | 151 PIPER DRIVE | RED DEER, AB T4P 1L5 |
| CHUNG HING YIU | 150 PIPER DR | RED DEER, AB T4P 1L6 |
| ROBERT D & JUDITH A FOWLER | 147 PIPER DRIVE | RED DEER, AB T4P 1L5 |
| LYLE VICTOR & PAULA GALE REHN | 4 PARDUE CLOSE | RED DEER, AB T4P 1L7 |



LUB 3357 O-2006

2006/12/20
Scale 1 : 8364

The City
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Copyright

RIVERSIDE HEAVY INDUSTRIAL Land Use Bylaw Amendment

City Council proposes to pass **Land Use Bylaw Amendment 3357/O-2006**, which provides for the rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of the current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.

"Map"

City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information please contact the Manager, Legislative & Administrative Services at 342-8132.

(Publication Dates: December 29, 2006 & January 5, 2007)



Council Decision – December 18, 2006

Legislative & Administrative Services

DATE: December 19, 2006
TO: Martin Kvapil, Parkland Community Planning Services
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/O-2006
NE ¼ 28-38-27-4
Riverside Heavy Industrial

Reference Report:

Parkland Community Planning Services, dated December 7, 2006

Bylaw Readings:

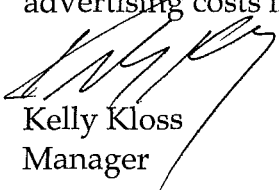
Land Use Bylaw Amendment 3357/O-2006 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, January 15, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3357/O-2006 provides for a rezoning of 1.35 ha of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of a current subdivision application. This office will now proceed with the advertising for a Public Hearing. Multicon Limited will be responsible for the advertising costs in this instance.


Kelly Kloss
Manager

/chk

/attach.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant
V. Crawford, Clerk Steno

BYLAW NO. 3357/O-2006

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1. That "Use District Map N19" contained within "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 10 attached hereto and forming part of the bylaw.

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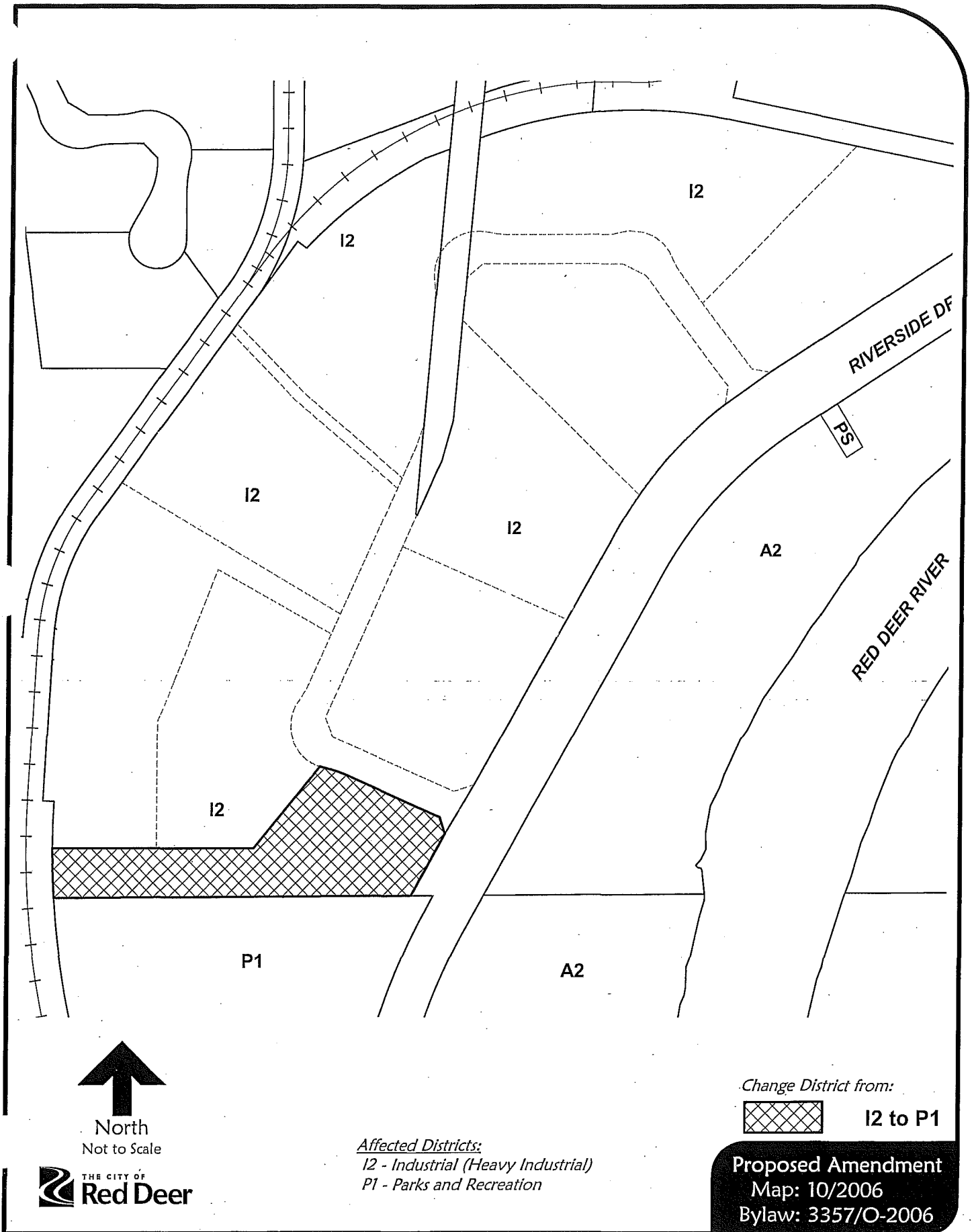
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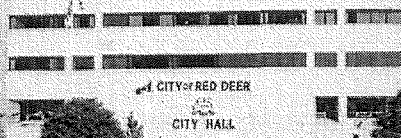
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2006.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006





www.reddeer.ca

CITY OFFICES CLOSED New Year's 2007

All City of Red Deer Offices will be closed on Monday, January 1, 2007, New Year's Day.

Transit Service

Sunday, December 31 - Last departure out of city centre is 6:45 p.m.

Monday, January 1 - There is NO Transit Service

The Transit Customer Service Centre is closed January 1.

Dawe Centre (information line 342-8235) will be open until 3:00 p.m. December 31 and will be closed January 1.

Collicutt Centre (information line 358-7529) will be open until 5:00 p.m. December 31 and will operate from 10:00 a.m. until 8:00 p.m. on January 1, 2007. Altered holiday hours will affect regular scheduled drop-in activities; please call ahead to verify drop in times.

DEVELOPMENT OFFICER APPROVALS

On December 27, 2006 the Development Officer issued approval for the following applications:

Johnstone Park

1. Havan Built Homes Ltd. - a 6.9 metre rear yard to a proposed semi-detached dwelling to be located at 182 Jenner Crescent.
2. Combres Construction - a 1.42 metre side yard to a proposed semi-detached dwelling to be located at 191 Jordan Parkway.

Oriole Park

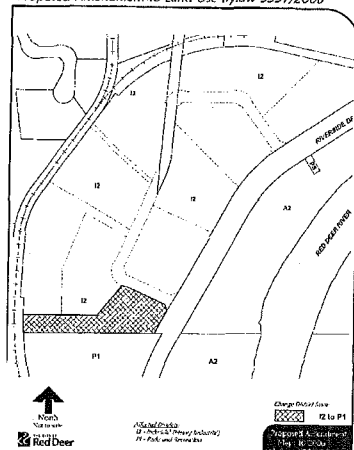
3. Reid Built Homes Red Deer Ltd. - 2.2 metre rear yards to the steps at existing semi-detached dwellings located at 58, 60, 62, 64, 74, 76, 82, 84, 86 & 88, 6220 Orr Drive.

You may appeal the above decisions to the Red Deer Subdivision & Development Appeal Board, Legislative & Administrative Services, City Hall, prior to 4:30 p.m. Friday, January 12, 2007. Appeal forms (outlining appeal fees) are available at the Legislative & Administrative Services Department. For further information, please phone 342-8192.

RIVERSIDE HEAVY INDUSTRIAL LAND USE BYLAW AMENDMENT

City Council proposes to pass Land Use Bylaw Amendment 3357/O-2006, which provides for the rezoning of 1.35 hectares of land from I2 Industrial (Heavy Industrial) District to P1 Parks and Recreation District. The P1 zoning is required in order to accommodate a proposed municipal reserve (MR) parcel as part of the current subdivision application. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.

Proposed Amendment to Land Use Bylaw 3357/2006



City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

Help Friends and Family Stay Alive

The Red Deer City RCMP, Mothers Against Drunk Driving (MADD), and CKGY are partners in helping your friends and family stay alive. As a community committed to "I WILL NOT DRIVE if I have been drinking and I will not get into a vehicle with a drunk driver".

OFF-SITE LEVY Bylaw 3380/2006

Red Deer City Council proposes to pass Bylaw 3380/2006, being a bylaw to provide a uniform levy of off-site costs in respect of previously undeveloped land as shown on various outline plan maps available at Legislative & Administrative Services. Proposed rates per hectare are outlined below

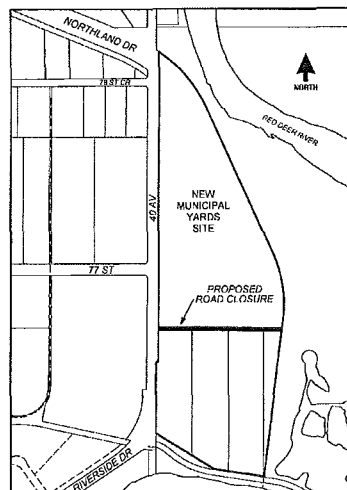
| Proposed 2006 (retroactive to Jan 1/06) | Proposed 2007 (effective Jan. 1/07) |
|--|--|
| Water \$6,800 | Water \$9,440 |
| Sanitary \$9,600 | Sanitary \$13,190 |
| Storm \$31,200 | Storm \$42,710 |
| Roads \$42,400 | Roads \$57,730 |
| Total \$90,000/ha | Total \$123,070/ha |

The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the Engineer Services Manager 342-8158.

City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, January 15, 2007** at 6:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda, you must submit it to the Manager, Legislative & Administrative Services by **Tuesday, January 9, 2007**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information, please contact the Manager, Legislative & Administrative Services at 342-8132.

RIVERSIDE HEAVY INDUSTRIAL PARK MUNICIPAL YARDS ROAD CLOSURE BYLAW

Red Deer City Council proposes to pass Road Closure Bylaw 3379/2006 which provides for the closure of a portion road on land purchased for the municipal yards in Riverside Heavy Industrial Park described as 'All that portion of unnamed Roadway lying West of Plan 862 1625 and East of the production Northerly of the East limit of road plan 892 0106'. The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



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URGENT! Please call/fax within 1 hour of receiving

RED DEER ADVOCATE
Ph: (403) 314-4343 Fax: (403) 342-4051

OK as is
OK with corrections

Sales Rep
16/27

Approved by
Composed by
do

INSERT DATE: **Fri., Dec. 29**

AD SIZE: **4x**

AD CODE: **99513CityofRedDeerL29**

FINAL PROOF. Proof read and approve or mark corrections. Proofing is the responsibility of the Advertiser. Thank you for your co-operation.

DEVELOPMENT OFFICER APPROVALS

On January 3, 2007 the Development Officer issued approval for the following applications:

Mountview

1. Snell & Osland Surveys Ltd. - a 1.31 metre side yard to an existing single family dwelling located at 4105 - 36 Street.

West Park

2. Bemoco Land Surveying Ltd. - a 0.72 metre rear yard to an existing detached garage located at 5438 - 37 Street.

You may appeal these decisions to the Red Deer Subdivision & Development Appeal Board, Legislative & Administrative Services, City Hall, prior to 4:30 p.m. Friday, January 19, 2007. Appeal forms (outlining appeal fees) are available at the Legislative & Administrative Services Department. For further information, please phone 342-8192.

OFF-SITE LEVY

Bylaw 3380/2006

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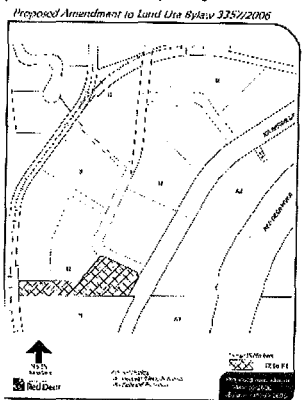
| Proposed 2006 (retroactive to Jan 1/06) | Proposed 2007 (effective Jan 1/07) |
|--|---------------------------------------|
| Water \$6,800 | Water \$9,440 |
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| Storm \$31,200 | Storm \$42,710 |
| Roads \$42,400 | Roads \$57,730 |
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RIVERSIDE HEAVY INDUSTRIAL LAND USE BYLAW AMENDMENT

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Contract For Life!

You can get your Contract for Life online at www.reddeer.ca/rcmp or from the foyer at the Red Deer City RCMP Detachment, 4811 - 49 Street, Red Deer. Further information is available by phone at 341-2011.

SAFE HOMES — SAFE COMMUNITIES

CITY LOT SALE

ORIOLE PARK ESTATES AND JOHNSTONE CROSSING

The City will be holding a "modified" lot draw for lots returned from previous draws in both Oriole Park Estates and Johnstone Crossing. Details on subdivision features, eligibility, conditions of sales, architectural controls, prices, etc., will be posted on the City's website: www.reddeer.ca/land. Applicants will be required to complete a registration form listing, in order of preference, which lot(s) they are interested in purchasing. The public is not invited to attend the lot draw, however, a representative from Collins Barrow Chartered Accountants will be present to observe the lot draw procedure.

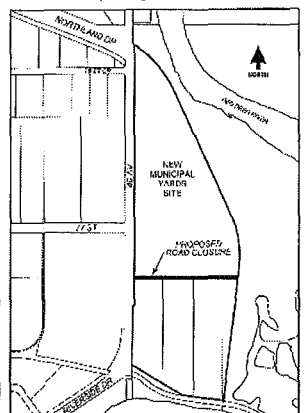
The lot draw date is scheduled for **Tuesday, January 30, 2007** at 10:00 a.m. Interested parties must register in person at the Land and Economic Development Department, 3rd floor, City Hall, no later than **4:30 p.m., Monday, January 29, 2007**. No registrations will be taken on the date of the lot draw. Please note that Contractors must have a City of Red Deer General Contractors License in good standing to be eligible to register for the lot draw.

For further information call 342-8127.

RIVERSIDE HEAVY INDUSTRIAL PARK MUNICIPAL YARDS

ROAD CLOSURE BYLAW

Red Deer City Council proposes to pass Road Closure Bylaw 3379/2006 which provides for the closure of a portion of road on land purchased for the municipal yards in Riverside Heavy Industrial Park described as "All that portion of unnamed Roadway lying West of Plan 862.1625 and East of the production Northerly of the East limit of road plan 892.0106". The proposed bylaw may be inspected by the public at Legislative & Administrative Services, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.



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RED DEER ADVOCATE
Ph: (403)314-4343 Fax: (403) 342-4051

INSET DATE: **FRI., JAN. 5**

AD SIZE: **4x**

AD CODE: **98774CityofRD4x270A5**

FINAL PROOF. Proof read and approve or mark corrections. Proofing is the responsibility of the Advertiser. Thank you for your co-operation

OK as is
OK with corrections
Approved by
16/27
Composed by
do



Assessment and Taxation Services

DATE: January 5, 2007

TO: Kelly Kloss, Legislative and Administrative Services Manager

FROM: Rod Risling, Assessment & Taxation Services Manager

SUBJECT: 2007 Supplementary Assessment Bylaw

Background:

Section 313 of the Municipal Government Act, provides the opportunity for a municipality to implement supplementary assessments and taxation. To authorize the supplementary process, every year City Council must pass a supplementary assessment bylaw prior to May 1. City Council has authorized supplementary assessments since 2002.

The supplementary assessment is the assessment of newly constructed buildings, additions, and renovations that are occupied or completed during the 2007 year, but were not assessed at 100% of completion on the regular assessment notice mailed on January 12, 2007. The resulting supplementary tax is prorated, based on the number of months the improvement has been completed or occupied.

Supplementary assessment and tax provides for equity among property owners. At the time the owners occupy the new premise and receive municipal benefits, they pay their share toward the tax base to pay for those benefits.

Discussion:

The 2007 proposed budget includes estimated revenue of \$350,000 that will be generated from supplementary taxation.

Recommendation:

That Council approve the attached Supplementary Assessment Bylaw.

A handwritten signature in black ink, appearing to read 'Rod Risling'.

Rod Risling

Comments:

We agree with the recommendation of the Assessment & Taxation Services Manager.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager



Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Rod Risling, Assessment & Taxation Services Manager
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: 2007 Supplementary Assessment Bylaw 3381/2007

Reference Report:

Assessment & Taxation Services Manager, dated January 5, 2007

Bylaw Readings:

2007 Supplementary Assessment Bylaw 3381/2007 was given three readings. A copy of the bylaw is attached.

Report Back to Council: No


Kelly Kloss
Manager

/chk
attchs.

c Director of Corporate Services

BYLAW NO. 3381/2007

Being a bylaw to authorize the preparation of supplementary assessments within The City of Red Deer for 2007.

WHEREAS, The City of Red Deer wishes to require the preparation of supplementary assessments for improvements for the purpose of imposing a tax;

AND WHEREAS, the Municipal Government Act provides that this Bylaw must be passed before May 1 of the year that the Bylaw applies;

NOW THEREFORE Council enacts:

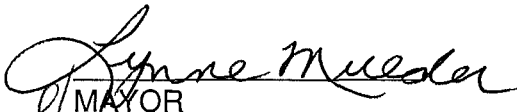
- 1 That a supplementary assessment shall be prepared for all improvements in 2007.

READ A FIRST TIME IN OPEN COUNCIL this 15th day of January 2007.

READ A SECOND TIME IN OPEN COUNCIL this 15th day of January 2007.

READ A THIRD TIME IN OPEN COUNCIL this 15th day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15th day of January 2007.


MAYOR


CITY CLERK

**Assessment and Taxation Services**

DATE: January 5, 2007

TO: Kelly Kloss, Legislative and Administrative Services Manager

FROM: Rod Risling, Assessment and Taxation Services Manager

SUBJECT: Intervener Status – City of Calgary and Town of Claresholm 2007 Equalized Assessment Appeals

Background:

Prior to 1994, local school boards requisitioned The City directly for a portion of their operating budget. In 1994, the Provincial Government changed the funding format to one which was totally supported by Alberta Education. This funding program provides a standardized payment to all school boards based largely on pupil counts. If a school board chooses to seek additional funding, a plebiscite in that jurisdiction must be held. If successful, the school board then can requisition the municipality for additional funding which would be added to the tax notice of those property owners who support that specific board.

The Provincial Government receives funding for the education program based on equalized assessments. All assessment jurisdictions are required to annually report the total assessment base of their area. The Provincial Government then determines the assessment base of the entire province by adding all the assessment jurisdictions' assessments together. The total amount required to fund the education program in Alberta is then divided by this total assessment. This calculation gives an equalized tax rate which is the basis for all property across the province. For example, a \$100,000 residence in Edmonton will pay a similar amount to fund education as a \$100,000 residence in Red Deer. The equalized tax rate levels the funding burden of the provincial education system by subsidizing some municipalities with funding captured from those municipalities which have higher property values.

Discussion:

The City of Calgary and Town of Claresholm appealed their 2007 equalized assessments to the Municipal Government Board. As Calgary contributes a significant portion of the funding for Alberta's educational requirements, any reduction in their assessment would have to be absorbed by all other municipalities. Although a change to The Town of Claresholm would not be as significant due to the size of their assessment base, it is important for The City to monitor any proceedings and provide input if and/or when it is appropriate to do so. The Municipal Government Board has asked if The City of Red Deer wants intervener status in these appeals. Intervener status will allow The City the opportunity to present evidence at future hearings if desired. We have no details on either appeal; however, since the impact could be significant, it is important to protect our interests by applying for intervener status. To qualify for intervener status, Council must adopt a Resolution stating The City's intention.

For your information, in 2004, 2005 and 2006, City Council approved intervener status for Calgary's 2004, 2005 and 2006 equalized assessment appeals. All appeals are still outstanding.



Assessment and Taxation Services

Recommendation:

That Council pass a resolution to allow Administration to pursue intervener status in the 2007 equalized assessment appeals for The City of Calgary and Town of Claresholm.

A handwritten signature in black ink, appearing to read 'Rod Risling'.

Rod Risling
Assessment and Taxation Services Manager

Comments:

We agree with the recommendation of the Assessment & Taxation Manager.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager



Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Rod Risling, Assessment & Taxation Services Manager
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Intervener Status – City of Calgary 2007 Equalized Assessment Appeals

Reference Report:

Assessment & Taxation Services Manager, dated January 5, 2007

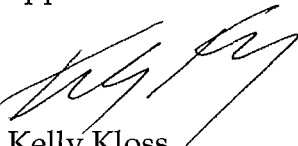
Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from the Assessment and Taxation Services Manager, dated January 5, 2007, re: Intervener Status – City of Calgary 2007 Equalized Assessment Appeals, hereby agrees to be an intervener at the City of Calgary Appeal of their equalized assessment, pursuant to Section 508 of the Municipal Government Act."

Report Back to Council: No

Comments/Further Action:

As you noted at the Council meeting, the Town of Claresholm had withdrawn their appeal.



Kelly Kloss
Manager

/chk
attchs.

c Director of Corporate Services

**Legislative & Administrative Services**

DATE: January 8, 2007
TO: City Council
FROM: Legislative & Administrative Services Manager
SUBJECT: Downtown Business Association's 2007 Budget

History

In 1984 Council received a request from businesses located in the Downtown area to establish a Business Revitalization Zone (BRZ) in accordance with the Municipal Government Act. Based on this request and input from the downtown businesses, Council agreed to establish this zone. The Downtown Business Association's Board of Directors is responsible for the management of this zone, including preparation and administration of its budget.

Although this Board operates autonomously from The City of Red Deer, we are linked in the following ways:

1. Council appoints the members of the Board.
2. The BRZ budget is approved by Council.
3. Any changes to the BRZ Bylaw, including its boundaries, must be approved by Council.
4. The City completes the business assessment, invoices and collects the BRZ Tax for the Board. These invoices are sent out in February of each year to every person assessed for business purposes in the BRZ. The due date for payment is always March 31st.

City Council
Downtown Business Association's 2007 Budget
Page 2

Consultation

In early December 2006 the Legislative and Administrative Services office received the Downtown Business Association's Budget for 2007. In accordance with Council's previous resolution, individual notices were mailed to every person assessed for business purposes within this zone, stating that on January 15, 2007 at 6:00 p.m. Council will:

1. Consider written or verbal presentations concerning this budget.
2. Consider approval of the budget following any presentations.

Financial Implications

The report and budget from the Downtown Business Association outlines the financial implications of approving this budget. If approval of this budget is received, an amendment to the BRZ Tax Bylaw would come forward to Council at a future meeting.

Recommendations

That following any presentation, Council consider the approval of the 2007 BRZ Budget.



Kelly Kloss
Manager

/attach.

From: Tina Wasik
Sent: December 20, 2006 12:51 PM
To: LASMailbox
Subject: budget comments

I am a business owner downtown and feel that the DBA has out lived its use. I find that I have not benefited at all from it. Certainly not anything I couldn't do without. I have never even seen anyone from the DBA except when I was first opened a lady walked in took a business card and just said oh you must be new and sent me a bill. I have been affected by the new parking and am very frustrated when I called to enquire why the changes were made they told me the DBA polled all the businesses down town and made the decision, well I can tell you no one from the DBA has ever asked me anything, so now I have to walk past some of the roughest area down here by myself when I use to be so close to my vehicle when I stepped out of the building that I could of set my panic button on my vehicle if I was in trouble. I would like information on how to get the DBA review as to its usefulness. I know there are many people downtown that feel this way. What can we do?

Sincerely Tina Wasik



LEGISLATIVE & ADMINISTRATIVE SERVICES

December 15, 2006

RED DEER AB

Dear Sir/Madam:

Re: Downtown Business Association – 2007 Budget
Request for Your Comments

History

In 1984 businesses in the downtown formed a Business Revitalization Zone (BRZ) with a mission statement to guide the progress of Red Deer's central business district to provide a healthy atmosphere of business development and social and cultural improvements.

There are approximately 500 businesses located within this zone whose boundaries are shown on the attached map. The BRZ is governed by the Downtown Business Association Board of Directors who manage within the regulations set by Provincial legislation and empowered by Municipal law.

2007 BRZ Budget

To comply with Provincial legislation, each year the Downtown Business Association (DBA) must present a budget for the BRZ to City Council for approval. This budget, if approved, will be used as the basis for the BRZ tax that members pay. Before Council considers this budget we want to give you, as a member of the Association, an opportunity to provide Council with your comments about this budget. The 2007 Downtown Business Association budget and the Downtown Business Association's 2006 Report are attached for your review.

Comments can be communicated to Council by:

1. Sending a letter to: Red Deer City Council
c/o Legislative & Administrative Services Manager
Box 5008, Red Deer, AB T4N 3T4
Deadline: **Tuesday, January 9, 2007**
2. Emailing Council at: legislativeservices@reddeer.ca

Downtown Business Association – 2007 Budget
December 15, 2006
Page 2

3. Attending and speaking at the Public Hearing scheduled for **Monday, January 15, 2007**, at 6:00 p.m. in Council Chambers, 2nd floor, City Hall (access through west, Park side, City Hall doors). Letters can also be submitted at the Public Hearing.

Comments submitted will be placed on the open agenda of Council and will be available to the public.

For additional information, or should you have any questions, please contact:

Regarding the Budget:

- Downtown Business Association at (403) 340-8696 or email at info@experiencedowntownreddeer.com

Regarding the Council Meeting:

- Legislative & Administrative Services Manager at (403) 342-8132 or email at legislativeservices@reddeer.ca

Sincerely,



Kelly Kloss
City Clerk

/attach.

- c. Director of Corporate Services
City Assessor
Tax Collector



Red Deer Downtown Business Association 2007 Budget Package for Downtown BRZ Businesses

December 8, 2006

Dear Downtown Business Owner,

Please find enclosed the 2007 budget package for the Downtown Business Revitalization Zone. This budget is the result of many weeks of careful thought and deliberation by your Board of Directors. Our goal is to promote our Downtown community in new and effective ways, and we are pleased to let you know about the enhanced services and increased marketing that we have planned for the new year.

In response to feedback from you, our members, we have compiled a new marketing strategy for 2007. We believe that our upcoming promotions will serve to increase awareness, attention and business activity in our Downtown community.

We have many new initiatives planned for 2007. Here are just a few:

Enhanced Downtown Maintenance and Beautification

We have requested a significant increase in funding from The City of Red Deer for Downtown litter clean up and maintenance. This would allow us to increase our litter control to 7 days per week, adding in the back alleys and corner bulb parks, and enhancing our pressure washing services in the summer months. We anticipate a favourable response to this request for additional funding.

Television Features on CHTV: *Destination Downtown*

We have already begun an exciting new initiative to promote Downtown as the prime local destination for shopping, dining and business. Each week we will be filming a different Downtown location, to learn fascinating stories about the people who own and operate businesses in the Downtown. These spots will air within the CHTV evening news every Friday.

We are taking a novel approach to advertising by treating these spots as a weekly news feature. What's more, we will soon be upgrading our website and adding these spots to the site for public viewing. The features will also be used to attract potential developers, retailers and other businesses into our Downtown community.

Radio Advertising: *Destination Downtown*

The TV features will be complemented by year-round advertising on radio. We will take the "Destination Downtown" theme and apply it to ever-changing radio spots.

Downtown Map

To assist our guests as they explore *Destination Downtown*, we will be producing a Downtown map, similar to a shopping mall directory, which will list all of our BRZ businesses by location and area of specialty. This Downtown map will be widely distributed, and we anticipate that our budget will allow two publications per year as businesses change.

- 1 -

Red Deer Downtown Business Association

5024 Ross St, 2nd Floor Red Deer AB T4N 1Y3

Phone: 403.340.8696 Fax: 403.340.8699

E-mail: info@downtownreddeer.com Web: www.downtownreddeer.com

The Downtown Business Association represents our Downtown businesses on more than a dozen city-wide committees and boards. We work very hard to ensure that your interests are considered when decisions are made throughout Red Deer.

The DBA is committed to increasing communication and transparency with our valued members, and as such, we are enclosing some reading material for your review and interest.

Enclosed you will find the 2007 budget submission which will go before City Council in mid-January. I encourage you to review this document and contact me should you have any questions or comments.

Due to the increased costs of doing business, the resources required to serve our members effectively, and the new marketing initiatives outlined on page 1, the DBA is seeking additional revenues to offset our costs. Changes to the BRZ budget for 2007 include increasing the minimum levy to \$150 per business per year. Those businesses that do not default to this minimum levy will see an increase in their levy that is estimated to be approximately 5%. For instance, a business that currently pays \$300 per year for the BRZ levy will pay approximately \$315 in 2007. The City of Red Deer will provide you with your exact BRZ levy amount in early 2007.

It is important to note that the minimum levy for the BRZ zone began at \$100 per business per year when it was first introduced back in 1988. Since then, the levy has only increased by \$10, and currently sits at \$110 per business per year, almost 20 years later. If one were to add 4% inflation to this figure each year, the levy would actually amount to \$211 for 2007. As this is too significant an increase for us to ask of our businesses, we have only requested an increase to \$150 for 2007. More than half of our BRZ businesses fall into this minimum levy category.

Enclosed in your package is the DBA's 2006 Report carrying the theme of "Your Downtown Business Association is turning over a new leaf." This 2006 Report was presented to members at the October 25th Annual General Meeting and contains some highlights of our new 2007-2009 strategic plan. If you are interested in reading the full strategic plan, please contact me and I will be happy to send you a copy.

Thank you for taking time to review this package. We hope that it contains useful information for you. As always, please do not hesitate to contact me should you have any questions. I can be reached at melanie@downtownreddeer.com or 340-8696.

Regards,



Melanie Rogers
Executive Director

Enclosures

- 2 -

Red Deer Downtown Business Association
5024 Ross St, 2nd Floor Red Deer AB T4N 1Y3
Phone: 403.340.8696 Fax: 403.340.8699
E-mail: info@downtownreddeer.com Web: www.downtownreddeer.com

Downtown Business Association: 2007 Budget Summary

| REVENUE | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| BRZ Levy | \$178,500.00 | \$201,000.00 |
| Streetscape Maintenance, Graffiti and Banners | \$82,444.00 | \$107,250.00 |
| Economic Development | \$0.00 | \$2,500.00 |
| Other Income (including interest, parking permits) | \$3,350.00 | \$2,500.00 |
| Transfer from Reserves | \$13,000.00 | \$0.00 |
| Total Revenue | \$277,294.00 | \$313,250.00 |

| EXPENSES | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| Office Personnel (Executive Director/Executive Assistant) | | |
| Salary | \$84,000.00 | \$84,975.00 |
| Benefits (CPP, EI, other benefits) | \$8,230.00 | \$9,600.00 |
| Total Office Personnel | \$92,230.00 | \$94,575.00 |

| General Operations | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| Professional Fees (bookkeeper, auditors) | \$5,500.00 | \$5,500.00 |
| BRZ Assessment Fee | \$5,000.00 | \$5,000.00 |
| Training (conferences, education) | \$5,000.00 | \$3,750.00 |
| Insurance (general liability, directors liability) | \$2,500.00 | \$3,400.00 |
| Staff & Board Expenses (ED exp., staff functions, member fees, events) | \$3,750.00 | \$2,750.00 |
| Office Expenses (postage, supplies, telephone, IT, printing) | \$12,300.00 | \$13,214.00 |
| Rent | \$15,000.00 | \$16,000.00 |
| Misc (bank fees, non-deductible penalties/interest, depreciation, WCB) | \$600.00 | \$200.00 |
| Contingency | \$0.00 | \$3,000.00 |
| Admin - Enviro/Graffiti/Banner | -\$9,000.00 | -\$8,476.00 |
| Total General Operations | \$40,650.00 | \$44,338.00 |

| Marketing | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Marketing materials (branding, development, printing) | \$14,000.00 | \$15,500.00 |
| DBA Newsletters | \$4,000.00 | \$3,000.00 |
| General Advertising (print, radio, television, website) | \$10,000.00 | \$17,800.00 |
| Total Marketing | \$28,000.00 | \$36,300.00 |

| Special Events | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| Events (AGM, Mixer, Christmas Program, Westerner Days, Cruzin', CentreFest, Santa Parade, Seminar Series, SuperRun, Block Party) | \$20,000.00 | \$17,200.00 |

| Ghost Collection | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Expenses (insurance, maintenance, loan) | \$9,187.00 | \$10,687.00 |

| Main Street Program | 2006 Original Budget | 2007 Submitted Budget |
|----------------------------------|-----------------------------|------------------------------|
| Personnel: Benefits (CPP, EI) | \$3,000.00 | \$2,100.00 |
| Supplies | \$1,500.00 | \$800.00 |
| Total Main Street Program | \$4,500.00 | \$2,900.00 |

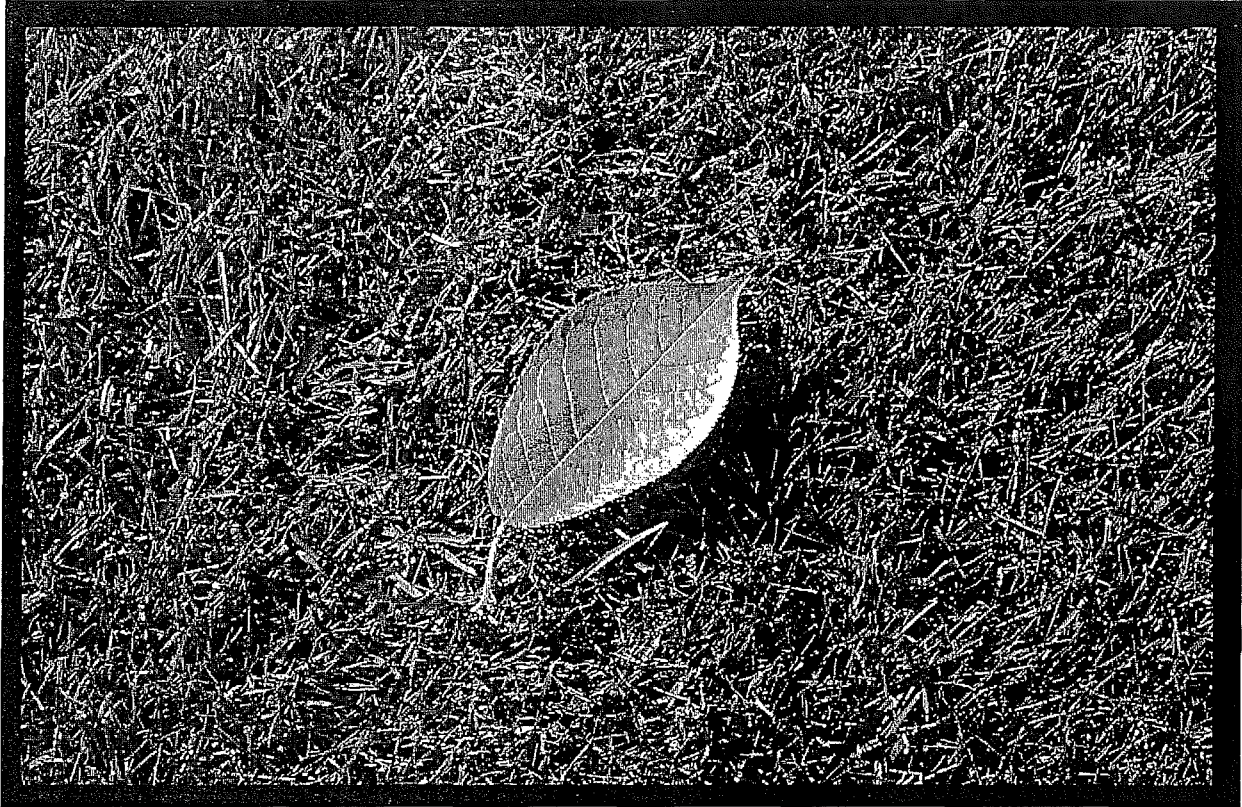
| Streetscape Maintenance Contract | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Streetscape Personnel and Graffiti Salaries | \$45,450.00 | \$60,974.00 |
| Benefits (CPP, EI, other benefits) | \$4,590.00 | \$7,000.00 |
| Vehicle lease, operation and supplies | \$18,703.00 | \$25,100.00 |
| Banners | \$5,700.00 | \$5,700.00 |
| DBA Admin Fees | \$8,000.00 | \$8,476.00 |
| Total Streetscape Maintenance Contract | \$82,443.00 | \$107,250.00 |

| | | |
|---------------------|---------------------|---------------------|
| Expenditures | \$277,010.00 | \$313,250.00 |
| Net | \$284.00 | \$0.00 |

A fully detailed budget is available upon request.

Downtown Business Association
2007 Business Revitalization Zone Budget

Last updated: 12/8/2006

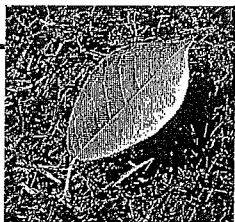


Your Red Deer Downtown Business Association
is turning over a new leaf

is turning over a new leaf

RED DEER DOWNTOWN
BUSINESS ASSOCIATION

2006
REPORT



RED DEER DOWNTOWN BUSINESS ASSOCIATION

Dear Members,

Welcome to the Annual General Meeting of the Downtown Business Association. We thank you for attending tonight.

This year, we will be taking a slightly different approach to the AGM. This meeting will concentrate on the activities of the past 5 months, since I first joined the Downtown Business Association. In addition, we will include some of the "hot topics" which are surely of interest to you. Most importantly, we will share with you a new draft of our strategic plan for the future.

I would like to thank our very dedicated **Board of Directors** who provide invaluable support and direction. I would also like to thank our new team of staff who help to make it all happen.

A sincere thanks to the **500 member businesses** who operate here in the Downtown. Each and every day you provide exemplary service to our guests and patrons, and strive to raise the profile of our collective Downtown community. We thank you for working together with your DBA as we grow, develop and improve our Downtown.

Thank you again for coming tonight. We look forward to getting to know you better.

Melanie Rogers, Executive Director

Downtown Events 2006

The Downtown Business Association planned or supported many Downtown events this year. Specifically:

DBA Hosted Events

Downtown Membership Mixer, June 7
 "Through the Years" Mural Unveiling, July 20
 Downtown Block Party (Westerner Event), July 21
 Downtown Cruzin' SHOW'N SHINE, August 26
 Annual General Meeting, October 25

Still to come:

Red Deer Co-op Santa & Friends Parade, November 18

DBA Supported Events

Westerner Parade, July 19

Red Deer Lodge Diamond in a Haystack, July 19

Alberta Summer Games (Friday event), July 28

ROCK'N RED DEER (SuperRun), August 4

CentreFest, August 12 & 13

Still to come:

Festival of Trees, Biggest Tree, November 23



The 2006 Board of Directors

President:

David J. Savage, AFSC Commercial

Vice-President:

Nancy Vruwink, Group 2 Architecture

Treasurer:

Jason Appleyard, Heywood Holmes & Partners

Executive Member:

Frank Kuny, Sisson Furs

Kevin Beattle, Chapman Riebeek

Laura Cadrin, La Petite Jaune Fleur

G. Geoff Goodwin, Buffalo Hotel

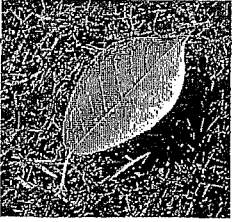
Cindy Jefferies, Council Representative

Angela Noble, Café Noble & Bakery

Richard Roth, CanWest Travel

Erika Rowden, Original Joe's

**2006
REPORT**



RED DEER DOWNTOWN BUSINESS ASSOCIATION

HOT TOPICS...

Downtown Safety

In September and October, the DBA along with the Social Planning department of The City of Red Deer spent more than 50 hours visiting individual Downtown businesses. These businesses had expressed concerns about perceived safety due to social agencies operating nearby.

We have prepared a summary document of our visits and have identified commonalities in the issues that have arisen. We are now following up with the RCMP for legal issues, and with the social agencies themselves on agency-related issues.

The DBA takes your safety concerns, and the concerns of your customers and clients, very seriously. We are committed to a proactive approach to Downtown safety, and are prepared to advocate for change on behalf of our collective membership.

Our Downtown is a very safe place to work and visit, and we will do everything we can to facilitate a resolution to safety concerns in our community. While we cannot enforce public safety, we can assist the authorities by bringing to their attention any emerging problems or issues in our Downtown.

Marketing

While our Downtown is a very successful commercial community, the DBA believes that we need to take a much more assertive approach to promotions and advertising.

Many Central Alberta residents do not visit Downtown because they simply do not know what businesses are operating here. Over the coming months, the DBA will focus on marketing strategies which specifically list the Downtown businesses and promote the unique retail, dining and professional services that we have to offer.

You can help us by ensuring that we have your most up-to-date business information on file. A survey is currently being circulated by our student volunteers. Please watch for this survey, fill it out and return it to the DBA to ensure that you are included in any future targeted advertising.

Parking

On October 30th, the Downtown will adopt a paid parking system for all meters and City parking lots.

The DBA supports this change. We believe that the existing system of one hour free parking is too restrictive for our patrons, and is keeping them from experiencing everything the Downtown has to offer by forcing them to vacate the area after only one hour. In addition, when guests are promised free parking, and are then ticketed if they stay longer than one hour, it sends the message that their patronage is not valuable to us.

The new parking program is about choice for our guests. They will be free to choose where they park depending on their length of stay. They will also have the choice of many payment options (cash, Smart Card, credit card) for the low 50 cent per hour fee.

The DBA was instrumental in creating even more choices for our businesses and guests. During the initial 2 week launch of the new parking program, the Smart Card will be available at no cost when parking time is purchased (a \$5.00 savings per card). In addition, the DBA will make a special VIP parking pass available to any businesses who wish to purchase parking for special guests, but do not wish to give away Smart Cards to do so. Please call the DBA office for more information.

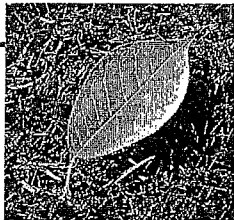
Beautification

The DBA works hard to keep the streets and sidewalks of the BRZ clean and beautiful. And we hope to do even more in the future.

A proposal is currently under review with The City of Red Deer, and pending Council approval of the 2007 budget, we will essentially double our funding, and double our services, as we work to beautify our Downtown through graffiti removal and litter pick-up.

We expect a favorable response to our proposal. As a result of the additional funding, we will be able to provide 7-day per week litter clean up year-round, with enhanced maintenance of street furniture and decorative banners, plus clean-up of alleyways and the corner bulb parks.

2006
REPORT



RED DEER DOWNTOWN BUSINESS ASSOCIATION

STRATEGY...

Our new vision:

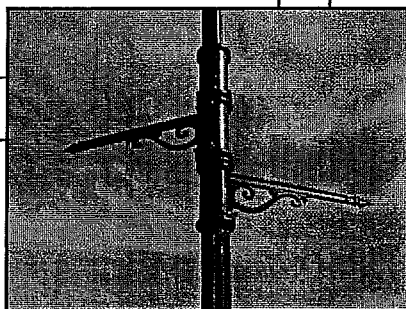
The vision of the Downtown Business Association is to create 'Destination Downtown' by promoting Downtown Red Deer as a progressive and vibrant business and residential community.

Our new Key Result Areas:

Communications and Representation
Marketing and Promotions
Support of Human Resources
Fiscal Responsibility
Physical Improvements
Development and Planning

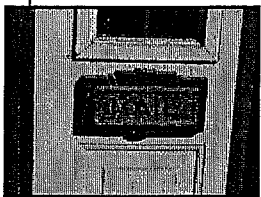
Our new core values:

Leadership
Advocacy
Communication
Accountability
Community
Commerce



Staff at the Downtown Business Association

Melanie Rogers, Executive Director
Arlana Tanner, Executive Assistant
Faron Halliday, Environmental Coordinator
Ray Congdon, Main Street Coordinator



*Canada World Youth
volunteers:*

Tshepiso Koosimile,
Botswana

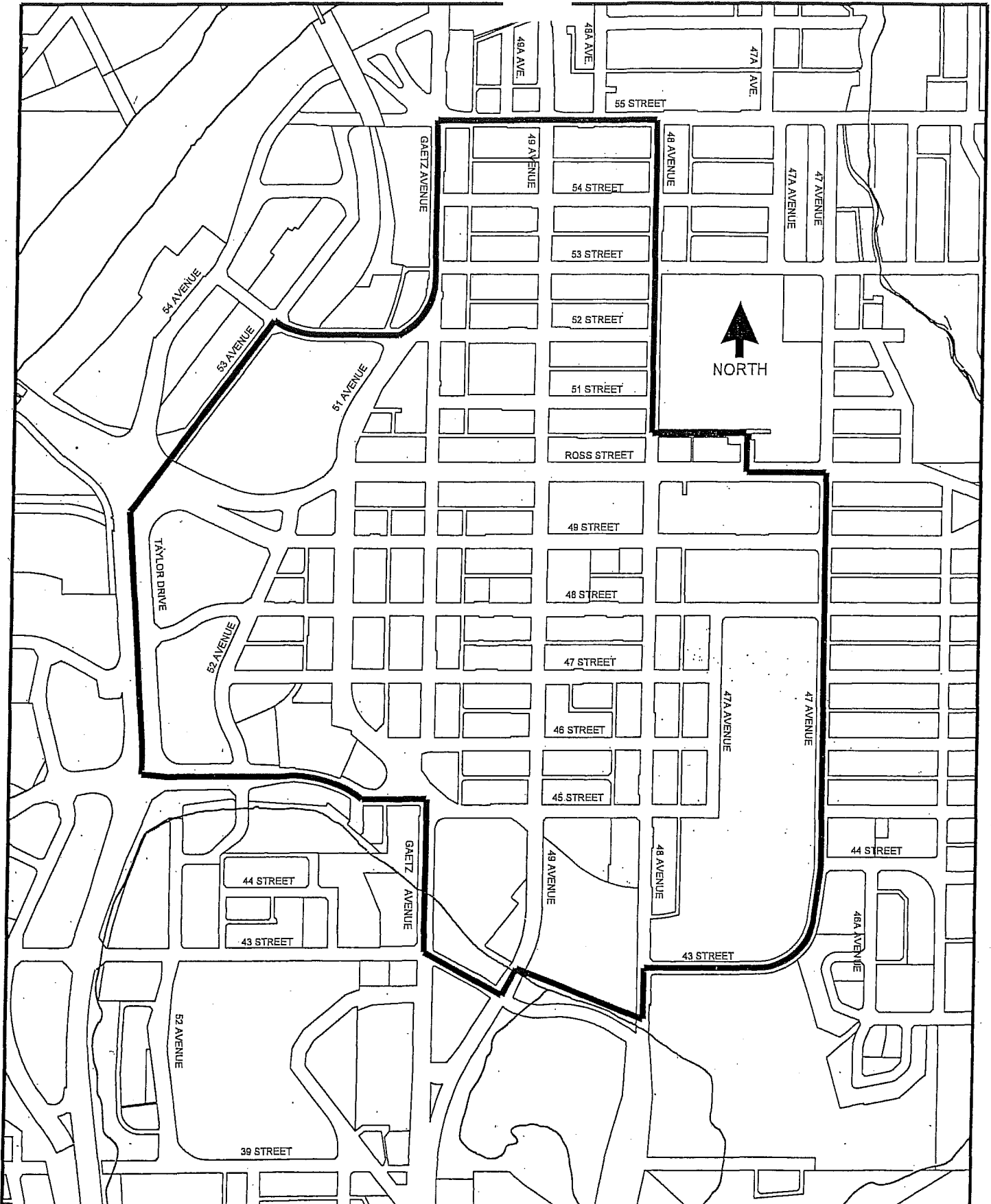
Craig Webster,
South Africa

Committee Representation and Advocacy

The Board and staff of the DBA represent your interests on these year-round committees and organizations:

Business Advisory Network
CentreFest Society
City Council
Crime Prevention Advisory Committee
Greater Downtown Action Plan / Riverside
Meadows Redevelopment Committee
Heritage Preservation Committee
International Downtown Association
Main Street Advisory Committee
Policing Committee
Red Deer Chamber of Commerce
Tourism Red Deer

**2006
REPORT**



SCHEDULE "A" ¹

BYLAW 2827/83 BUSINESS REVITALIZATION ZONE

— BOUNDARY OF BUSINESS REVITALIZATION ZONE

¹ 2827/B-84. 2827/A-91. 2827/A-2001. 2827/A-2003



LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Melanie Rogers
Executive Director
Red Deer Downtown Business Association
2nd Floor, 5024 Ross Street
Red Deer, AB T4N 1Y3

Dear Melanie:

Re: Downtown Business Association's 2007 Budget

At the January 15, 2007 Council meeting, Council passed the following resolution regarding the Downtown Business Association's 2007 Budget:

"Resolved that Council of the City of Red Deer having considered the report from the Legislative & Administrative Services Manager, dated January 8, 2007, re: Downtown Business Association's 2007 Budget, hereby

1. Approves said budget as presented to Council on January 15, 2007.
2. Authorizes the Downtown Business Association to amend its budget by:
 - (a) transferring amounts to or from its reserves
 - (b) transferring amounts between expenditures so long as the amount of total expenditures is not increased."

Once the City's Assessment and Taxation Department has completed the Business Revitalization Zone Business Assessment, the Business Revitalization Zone Tax Rate Bylaw will come back to Council. This bylaw establishes the 2007 Tax Rate to allow the collection of the money needed to fund your budget.

Please call if you have any questions.

Sincerely,

Kelly Kloss
Manager

c Assessment & Taxation Services Manager
Financial Services Manager

Christine Kenzie

From: Tina Wasik [tina_wasik@hotmail.com]
Sent: December 20, 2006 12:51 PM
To: LASMailbox
Subject: buget comments

I am a buisness owner downtown and feel that the DBA has out live its use. I find that I have not bennifited at all from it. Certainly not anything I couldn't do without. I have never even seen anyone from the DBA except when I was first opened a ladie walk in took a buisness card and just said oh you must be new and sent me a bill. I have been affected by the new parking and am very frustrated when I called to enquirey why the changes were made they told me the DBA polled all the buisnesses down town and made the decision, well I can tell you no one from the DBA has ever asked me anything, so now I have to walk past some of the roughest area down here by myself whe I use to be so close to my vehicle when I stepped out of the building that I could of set my panic button on my vehicle if I was in trouble. I would like information on how to get the DBA review as to its usefullness. I know there are many people downtown that feel this way. What can we do.

Sincerly Tina Wasik
50th St Salon

Enter the "Telus Mobility Xbox a Day" contest for your chance to WIN!
Telus
Mobility is giving away an Microsoft Xbox® 360 every day from November 20 to December 31, 2006! Just download Windows Live (MSN) Messenger to your IM-capable TELUS mobile phone, and you could be a winner!
<http://www.telusmobility.com/msnxbox/>

[This message has been scanned for security content threats, including computer viruses.]

Christine Kenzie

From: Melanie Rogers [melanie@downtownreddeer.com]
Sent: December 20, 2006 2:58 PM
To: LASMailbox; 'Tina Wasik'
Subject: RE: buget comments

Tina, many thanks for your comments.

As you might know, I took over as Executive Director this summer, and I have made it a goal of mine to visit each and every one of our 500 businesses in 2007. I would like to pay you a visit next week if you will be around? It might be a great opportunity for us to chat, since it sounds like you haven't heard too much about what we do for the BRZ.

Would you be open to a visit?

Merry Christmas,
Melanie

Melanie Rogers, Executive Director
Red Deer Downtown Business Association
5024 Ross Street, Second Floor
Red Deer, Alberta T4N 1Y3
Phone: 403.340.8696 Fax: 403.340.8699
New e-mail: melanie@downtownreddeer.com
New website: www.downtownreddeer.com

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

-----Original Message-----

From: Christine Kenzie [mailto:Christine.Kenzie@reddeer.ca] On Behalf Of LASMailbox
Sent: Wednesday, December 20, 2006 2:07 PM
To: Tina Wasik
Cc: melanie@downtownreddeer.com
Subject: RE: buget comments

Thank you for your comments regarding the Downtown Business Association. Your comments will be forwarded to Red Deer City Council at the January 15, 2007 Council Meeting. I have also forwarded your comments to Melanie Rogers, the Executive Director of the Downtown Business Association.

Christine Kenzie
Legislative & Administrative Services
City of Red Deer
403.342.8201
christine.kenzie@reddeer.ca

-----Original Message-----

From: Tina Wasik [mailto:tina_wasik@hotmail.com]
Sent: December 20, 2006 12:51 PM
To: LASMailbox

Subject: buget comments

I am a buisness owner downtown and feel that the DBA has out live its use. I find that I have not bennifited at all from it. Certainly not anything I couldn't do without. I have never even seen anyone from the DBA except when I was first opened a ladie walk in took a buisness card and just said oh you must be new and sent me a bill. I have been affected by the new parking and am very frustrated when I called to enquirey why the changes were made they told me the DBA polled all the buisnesses down town and made the decision, well I can tell you no one from the DBA has ever asked me anything, so now I have to walk past some of the roughest area down here by myself whe I use to be so close to my vehicle when I stepped out of the building that I could of set my panic button on my vehicle if I was in trouble. I would like information on how to get the DBA review as to its usefullness. I know there are many people downtown that feel this way. What can we do.

Sincerly Tina Wasik
50th St Salon

Enter the "Telus Mobility Xbox a Day" contest for your chance to WIN!
Telus
Mobility is giving away an Microsoft Xbox(r) 360 every day from November 20 to December 31, 2006! Just download Windows Live (MSN) Messenger to your IM-capable TELUS mobile phone, and you could be a winner!
<http://www.telusmobility.com/msnxbox/>

[This message has been scanned for security content threats, including computer viruses.]

[The information contained in this message is confidential and is intended for the addressee only. If you have received this message in error, please notify the sender immediately and delete the message. The unauthorized use, disclosure, copying or alteration of this message is strictly forbidden.]

[This message has been scanned for security content threats, including computer viruses.]



FILE

LEGISLATIVE & ADMINISTRATIVE SERVICES

December 15, 2006

MPE ENGINEERING LTD
302 - 4706 49 AVE
RED DEER AB T4N 6L5

Dear Sir/Madam:

Re: Downtown Business Association – 2007 Budget
Request for Your Comments

History

In 1984 businesses in the downtown formed a Business Revitalization Zone (BRZ) with a mission statement to guide the progress of Red Deer's central business district to provide a healthy atmosphere of business development and social and cultural improvements.

There are approximately 500 businesses located within this zone whose boundaries are shown on the attached map. The BRZ is governed by the Downtown Business Association Board of Directors who manage within the regulations set by Provincial legislation and empowered by Municipal law.

2007 BRZ Budget

To comply with Provincial legislation, each year the Downtown Business Association (DBA) must present a budget for the BRZ to City Council for approval. This budget, if approved, will be used as the basis for the BRZ tax that members pay. Before Council considers this budget we want to give you, as a member of the Association, an opportunity to provide Council with your comments about this budget. The 2007 Downtown Business Association budget and the Downtown Business Association's 2006 Report are attached for your review.

Comments can be communicated to Council by:

1. Sending a letter to: Red Deer City Council
c/o Legislative & Administrative Services Manager
Box 5008, Red Deer, AB T4N 3T4
Deadline: **Tuesday, January 9, 2007**
2. Emailing Council at: legislativeservices@reddeer.ca

3. Attending and speaking at the Public Hearing scheduled for **Monday, January 15, 2007**, at 6:00 p.m. in Council Chambers, 2nd floor, City Hall (access through west, Park side, City Hall doors). Letters can also be submitted at the Public Hearing.

Comments submitted will be placed on the open agenda of Council and will be available to the public.

For additional information, or should you have any questions, please contact:

Regarding the Budget:

- Downtown Business Association at (403) 340-8696 or email at info@experiencedowntownreddeer.com

Regarding the Council Meeting:

- Legislative & Administrative Services Manager at (403) 342-8132 or email at legislativeservices@reddeer.ca

Sincerely,



Kelly Kloss
City Clerk

/attach.

- c. Director of Corporate Services
City Assessor
Tax Collector



Red Deer Downtown Business Association 2007 Budget Package for Downtown BRZ Businesses

December 8, 2006

Dear Downtown Business Owner,

Please find enclosed the 2007 budget package for the Downtown Business Revitalization Zone. This budget is the result of many weeks of careful thought and deliberation by your Board of Directors. Our goal is to promote our Downtown community in new and effective ways, and we are pleased to let you know about the enhanced services and increased marketing that we have planned for the new year.

In response to feedback from you, our members, we have compiled a new marketing strategy for 2007. We believe that our upcoming promotions will serve to increase awareness, attention and business activity in our Downtown community.

We have many new initiatives planned for 2007. Here are just a few:

Enhanced Downtown Maintenance and Beautification

We have requested a significant increase in funding from The City of Red Deer for Downtown litter clean up and maintenance. This would allow us to increase our litter control to 7 days per week, adding in the back alleys and corner bulb parks, and enhancing our pressure washing services in the summer months. We anticipate a favourable response to this request for additional funding.

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We have already begun an exciting new initiative to promote Downtown as the prime local destination for shopping, dining and business. Each week we will be filming a different Downtown location, to learn fascinating stories about the people who own and operate businesses in the Downtown. These spots will air within the CHTV evening news every Friday.

We are taking a novel approach to advertising by treating these spots as a weekly news feature. What's more, we will soon be upgrading our website and adding these spots to the site for public viewing. The features will also be used to attract potential developers, retailers and other businesses into our Downtown community.

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The TV features will be complemented by year-round advertising on radio. We will take the "Destination Downtown" theme and apply it to ever-changing radio spots.

Downtown Map

To assist our guests as they explore *Destination Downtown*, we will be producing a Downtown map, similar to a shopping mall directory, which will list all of our BRZ businesses by location and area of specialty. This Downtown map will be widely distributed, and we anticipate that our budget will allow two publications per year as businesses change.

- 1 -

Red Deer Downtown Business Association

5024 Ross St, 2nd Floor Red Deer AB T4N 1Y3

Phone: 403.340.8696 Fax: 403.340.8699

E-mail: info@downtownreddeer.com Web: www.downtownreddeer.com

Downtown Business Association: 2007 Budget Summary

| REVENUE | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| BRZ Levy | \$178,500.00 | \$201,000.00 |
| Streetscape Maintenance, Graffiti and Banners | \$82,444.00 | \$107,250.00 |
| Economic Development | \$0.00 | \$2,500.00 |
| Other Income (including interest, parking permits) | \$3,350.00 | \$2,500.00 |
| Transfer from Reserves | \$13,000.00 | \$0.00 |
| Total Revenue | \$277,294.00 | \$313,250.00 |

| EXPENSES | 2006 Original Budget | 2007 Submitted Budget |
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| Office Personnel (Executive Director/Executive Assistant) | | |
| Salary | \$84,000.00 | \$84,975.00 |
| Benefits (CPP, EI, other benefits) | \$8,230.00 | \$9,600.00 |
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| BRZ Assessment Fee | \$5,000.00 | \$5,000.00 |
| Training (conferences, education) | \$5,000.00 | \$3,750.00 |
| Insurance (general liability, directors liability) | \$2,500.00 | \$3,400.00 |
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| Rent | \$15,000.00 | \$16,000.00 |
| Misc (bank fees, non-deductible penalties/interest, depreciation, WCB) | \$600.00 | \$200.00 |
| Contingency | \$0.00 | \$3,000.00 |
| Admin - Enviro/Graffiti/Banner | -\$9,000.00 | -\$8,476.00 |
| Total General Operations | \$40,650.00 | \$44,338.00 |

| Marketing | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Marketing materials (branding, development, printing) | \$14,000.00 | \$15,500.00 |
| DBA Newsletters | \$4,000.00 | \$3,000.00 |
| General Advertising (print, radio, television, website) | \$10,000.00 | \$17,800.00 |
| Total Marketing | \$28,000.00 | \$36,300.00 |

| Special Events | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| Events (AGM, Mixer, Christmas Program, Westerner Days, Cruzin', CentreFest, Santa Parade, Seminar Series, SuperRun, Block Party) | \$20,000.00 | \$17,200.00 |

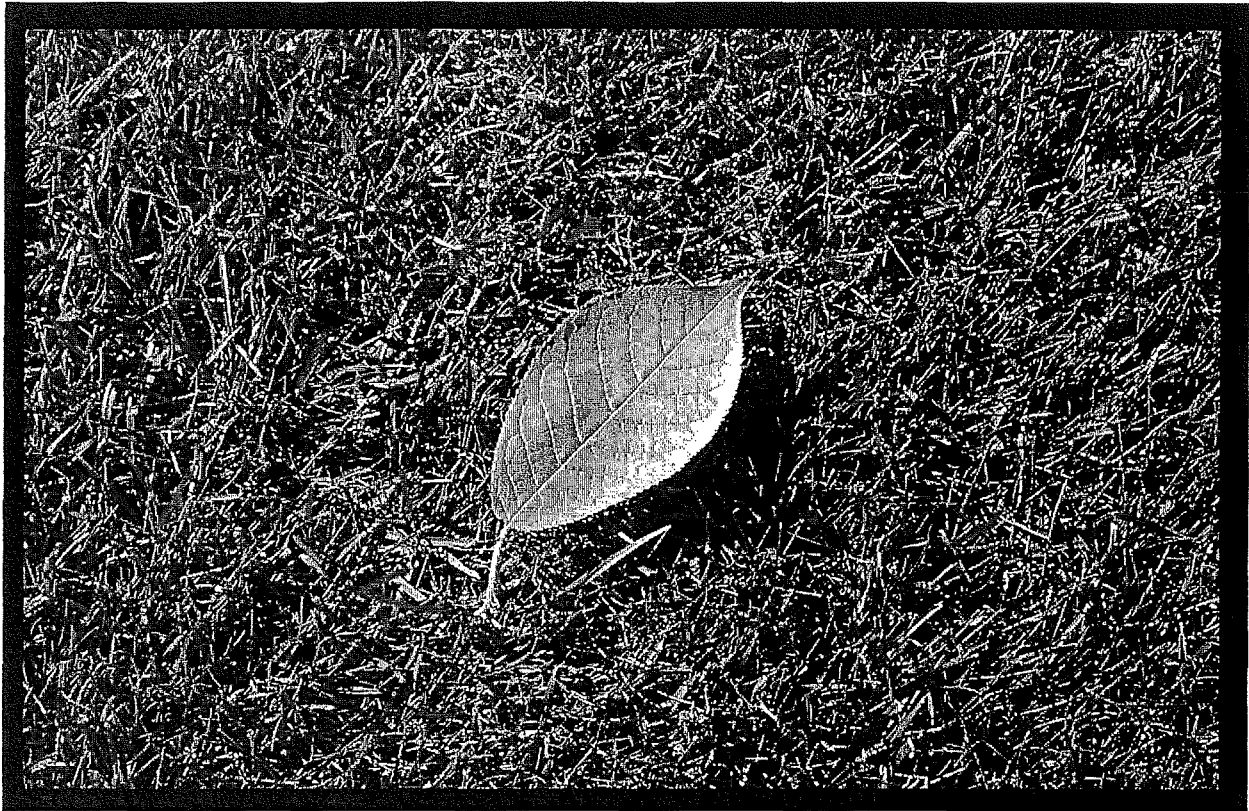
| Ghost Collection | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Expenses (insurance, maintenance, loan) | \$9,187.00 | \$10,687.00 |

| Main Street Program | 2006 Original Budget | 2007 Submitted Budget |
|----------------------------------|-----------------------------|------------------------------|
| Personnel: Benefits (CPP, EI) | \$3,000.00 | \$2,100.00 |
| Supplies | \$1,500.00 | \$800.00 |
| Total Main Street Program | \$4,500.00 | \$2,900.00 |

| Streetscape Maintenance Contract | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Streetscape Personnel and Graffiti Salaries | \$45,450.00 | \$60,974.00 |
| Benefits (CPP, EI, other benefits) | \$4,590.00 | \$7,000.00 |
| Vehicle lease, operation and supplies | \$18,703.00 | \$25,100.00 |
| Banners | \$5,700.00 | \$5,700.00 |
| DBA Admin Fees | \$8,000.00 | \$8,476.00 |
| Total Streetscape Maintenance Contract | \$82,443.00 | \$107,250.00 |

| | | |
|---------------------|---------------------|---------------------|
| Expenditures | \$277,010.00 | \$313,250.00 |
| Net | \$284.00 | \$0.00 |

A fully detailed budget is available upon request.

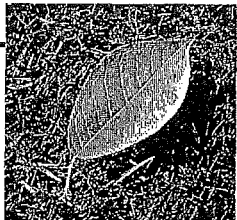


**Your Red Deer Downtown Business Association
is turning over a new leaf**

is turning over a new leaf

**RED DEER DOWNTOWN
BUSINESS ASSOCIATION**

**2 0 0 6
REPORT**



RED DEER DOWNTOWN BUSINESS ASSOCIATION

Dear Members,

Welcome to the Annual General Meeting of the Downtown Business Association. We thank you for attending tonight.

This year, we will be taking a slightly different approach to the AGM. This meeting will concentrate on the activities of the past 5 months, since I first joined the Downtown Business Association. In addition, we will include some of the "hot topics" which are surely of interest to you. Most importantly, we will share with you a new draft of our strategic plan for the future.

I would like to thank our very dedicated **Board of Directors** who provide invaluable support and direction. I would also like to thank our new team of staff who help to make it all happen.

A sincere thanks to the **500 member businesses** who operate here in the Downtown. Each and every day you provide exemplary service to our guests and patrons, and strive to raise the profile of our collective Downtown community. We thank you for working together with your DBA as we grow, develop and improve our Downtown.

Thank you again for coming tonight. We look forward to getting to know you better.

Melanie Rogers, Executive Director

Downtown Events 2006

The Downtown Business Association planned or supported many Downtown events this year. Specifically:

DBA Hosted Events

Downtown Membership Mixer, June 7

"Through the Years" Mural Unveiling, July 20

Downtown Block Party (Westerner Event), July 21

Downtown Cruzin' SHOW'N SHINE, August 26

Annual General Meeting, October 25

Still to come:

Red Deer Co-op Santa & Friends Parade, November 18

DBA Supported Events

Westerner Parade, July 19

Red Deer Lodge Diamond in a Haystack, July 19

Alberta Summer Games (Friday event), July 28

ROCK'N RED DEER (SuperRun), August 4

CentreFest, August 12 & 13

Still to come:

Festival of Trees, Biggest Tree, November 23



The 2006 Board of Directors

President:

David J. Savage, AFSC Commercial

Vice-President:

Nancy Vruwink, Group 2 Architecture

Treasurer:

Jason Appleyard, Heywood Holmes & Partners

Executive Member:

Frank Kuny, Sisson Furs

Kevin Beattle, Chapman Riebeek

Laura Cadrin, La Petite Jaune Fleur

G. Geoff Goodwin, Buffalo Hotel

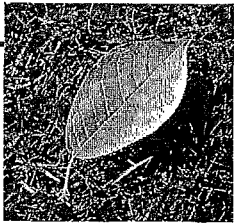
Cindy Jefferies, Council Representative

Angela Noble, Café Noble & Bakery

Richard Roth, CanWest Travel

Erika Rowden, Original Joe's

2006
REPORT



RED DEER DOWNTOWN BUSINESS ASSOCIATION

HOT TOPICS...

Downtown Safety

In September and October, the DBA along with the Social Planning department of The City of Red Deer spent more than 50 hours visiting individual Downtown businesses. These businesses had expressed concerns about perceived safety due to social agencies operating nearby.

We have prepared a summary document of our visits and have identified commonalities in the issues that have arisen. We are now following up with the RCMP for legal issues, and with the social agencies themselves on agency-related issues.

The DBA takes your safety concerns, and the concerns of your customers and clients, very seriously. We are committed to a proactive approach to Downtown safety, and are prepared to advocate for change on behalf of our collective membership.

Our Downtown is a very safe place to work and visit, and we will do everything we can to facilitate a resolution to safety concerns in our community. While we cannot enforce public safety, we can assist the authorities by bringing to their attention any emerging problems or issues in our Downtown.

Marketing

While our Downtown is a very successful commercial community, the DBA believes that we need to take a much more assertive approach to promotions and advertising.

Many Central Alberta residents do not visit Downtown because they simply do not know what businesses are operating here. Over the coming months, the DBA will focus on marketing strategies which specifically list the Downtown businesses and promote the unique retail, dining and professional services that we have to offer.

You can help us by ensuring that we have your most up-to-date business information on file. A survey is currently being circulated by our student volunteers. Please watch for this survey, fill it out and return it to the DBA to ensure that you are included in any future targeted advertising.

Parking

On October 30th, the Downtown will adopt a paid parking system for all meters and City parking lots.

The DBA supports this change. We believe that the existing system of one hour free parking is too restrictive for our patrons, and is keeping them from experiencing everything the Downtown has to offer by forcing them to vacate the area after only one hour. In addition, when guests are promised free parking, and are then ticketed if they stay longer than one hour, it sends the message that their patronage is not valuable to us.

The new parking program is about choice for our guests. They will be free to choose where they park depending on their length of stay. They will also have the choice of many payment options (cash, Smart Card, credit card) for the low 50 cent per hour fee.

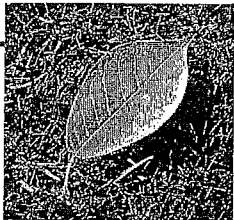
The DBA was instrumental in creating even more choices for our businesses and guests. During the initial 2 week launch of the new parking program, the Smart Card will be available at no cost when parking time is purchased (a \$5.00 savings per card). In addition, the DBA will make a special VIP parking pass available to any businesses who wish to purchase parking for special guests, but do not wish to give away Smart Cards to do so. Please call the DBA office for more information.

Beautification

The DBA works hard to keep the streets and sidewalks of the BRZ clean and beautiful. And we hope to do even more in the future.

A proposal is currently under review with The City of Red Deer, and pending Council approval of the 2007 budget, we will essentially double our funding, and double our services, as we work to beautify our Downtown through graffiti removal and litter pick-up.

We expect a favorable response to our proposal. As a result of the additional funding, we will be able to provide 7-day per week litter clean up year-round, with enhanced maintenance of street furniture and decorative banners, plus clean-up of alleyways and the corner bulb parks.



RED DEER DOWNTOWN BUSINESS ASSOCIATION

STRATEGY...

Our new vision:

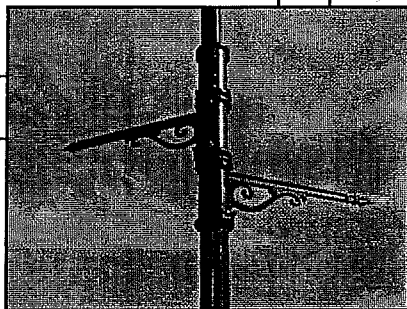
The vision of the Downtown Business Association is to create 'Destination Downtown' by promoting Downtown Red Deer as a progressive and vibrant business and residential community.

Our new Key Result Areas:

Communications and Representation
Marketing and Promotions
Support of Human Resources
Fiscal Responsibility
Physical Improvements
Development and Planning

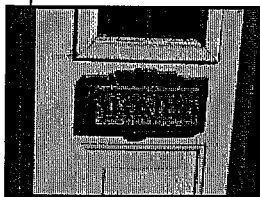
Our new core values:

Leadership
Advocacy
Communication
Accountability
Community
Commerce



Staff at the Downtown Business Association

Melanie Rogers, Executive Director
Arlana Tanner, Executive Assistant
Faron Halliday, Environmental Coordinator
Ray Congdon, Main Street Coordinator



Canada World Youth volunteers:

Tshepiso Koosimile,
Botswana

Craig Webster,
South Africa

Committee Representation and Advocacy

The Board and staff of the DBA represent your interests on these year-round committees and organizations:

Business Advisory Network
CentreFest Society
City Council
Crime Prevention Advisory Committee
Greater Downtown Action Plan / Riverside
Meadows Redevelopment Committee
Heritage Preservation Committee
International Downtown Association
Main Street Advisory Committee
Policing Committee
Red Deer Chamber of Commerce
Tourism Red Deer

2006
REPORT

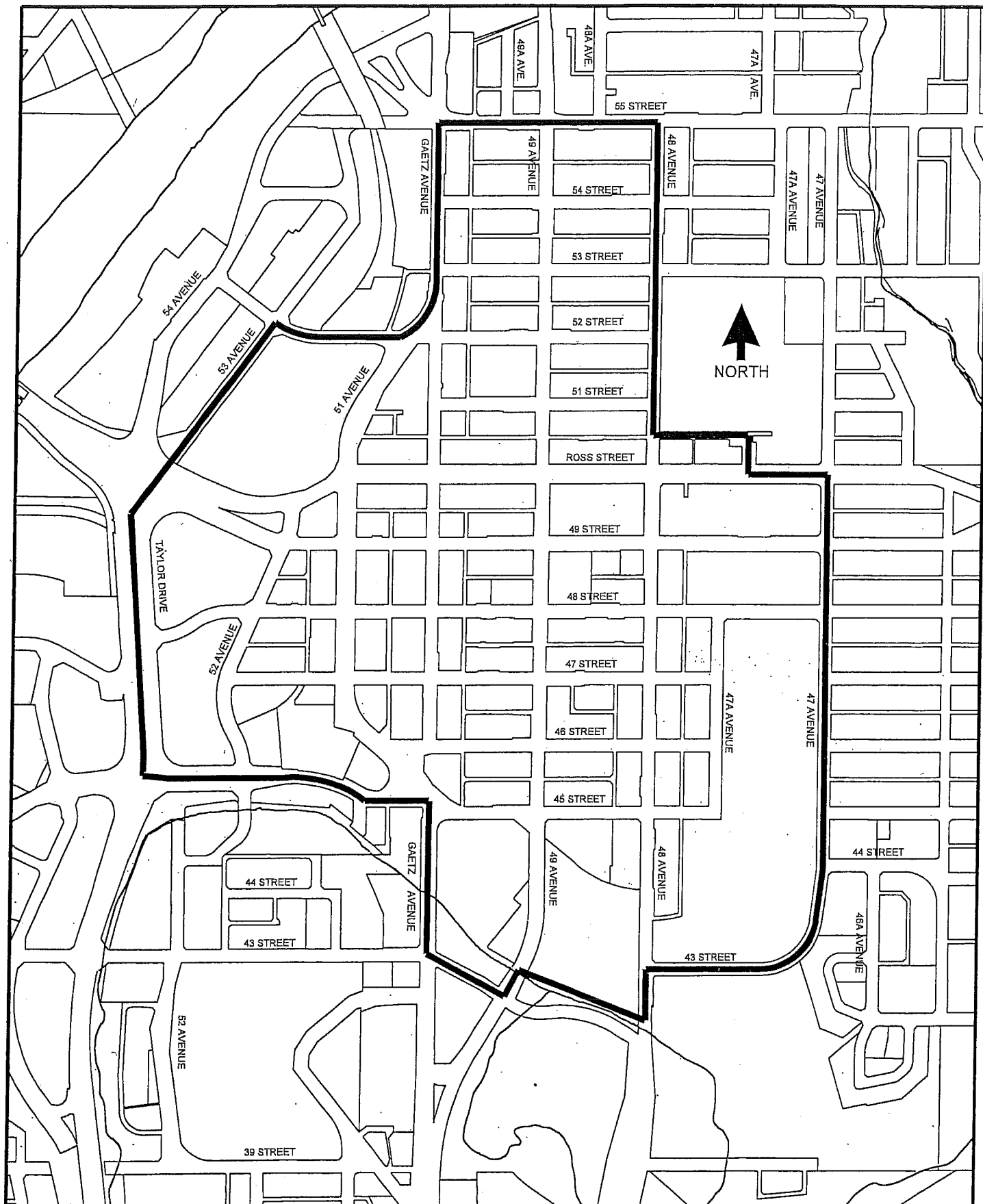


RED DEER DOWNTOWN BUSINESS ASSOCIATION

5024 Ross Street - Second Floor, Red Deer, Alberta T4N 1Y3

Phone: 403.340.8696 Fax: 403.340.8699

Email: info@downtownreddeer.com Web: www.downtownreddeer.com



SCHEDULE "A" 1
BYLAW 2827/83 BUSINESS REVITALIZATION ZONE

————— BOUNDARY OF BUSINESS REVITALIZATION ZONE

Christine Kenzie

From: Chris Sisson
Sent: December 18, 2006 12:42 PM
To: Christine Kenzie
Subject: RE: BRZ Mailout

We sent out 518!

L.

From: Christine Kenzie
Sent: December 18, 2006 11:39 AM
To: Chris Sisson
Cc: Chris Brown
Subject: BRZ Mailout

When you have a chance - can you tell me how many letters were sent out re the BRZ mailout?

Thanks.

Christine Kenzie
Legislative & Administrative Services
City of Red Deer
403.342.8201
christine.kenzie@reddeer.ca

December 13, 2006

Dear Sir/Madam:

**Re: *Downtown Business Association – 2007 Budget
Request for Your Comments***

History

In 1984 businesses in the downtown formed a Business Revitalization Zone (BRZ) with a mission statement to guide the progress of Red Deer's central business district to provide a healthy atmosphere of business development and social and cultural improvements.

There are approximately 500 businesses located within this zone whose boundaries are shown on the attached map. The BRZ is governed by the Downtown Business Association Board of Directors who manage within the regulations set by Provincial legislation and empowered by Municipal law.

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Sincerely,



Kelly Kloss
Manager

/attach.

- c Director of Corporate Services
 City Assessor
 Tax Collector



Red Deer Downtown Business Association

2007 Budget Package for Downtown BRZ Businesses

December 8, 2006

Dear Downtown Business Owner,

Please find enclosed the 2007 budget package for the Downtown Business Revitalization Zone. This budget is the result of many weeks of careful thought and deliberation by your Board of Directors. Our goal is to promote our Downtown community in new and effective ways, and we are pleased to let you know about the enhanced services and increased marketing that we have planned for the new year.

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- 1 -

Red Deer Downtown Business Association

5024 Ross St, 2nd Floor Red Deer AB T4N 1Y3

Phone: 403.340.8696 Fax: 403.340.8699

E-mail: info@downtownreddeer.com Web: www.downtownreddeer.com

The Downtown Business Association represents our Downtown businesses on more than a dozen city-wide committees and boards. We work very hard to ensure that your interests are considered when decisions are made throughout Red Deer.

The DBA is committed to increasing communication and transparency with our valued members, and as such, we are enclosing some reading material for your review and interest.

Enclosed you will find the 2007 budget submission which will go before City Council in mid-January. I encourage you to review this document and contact me should you have any questions or comments.

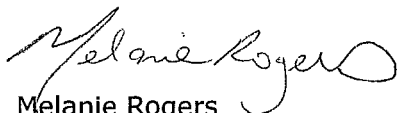
Due to the increased costs of doing business, the resources required to serve our members effectively, and the new marketing initiatives outlined on page 1, the DBA is seeking additional revenues to offset our costs. Changes to the BRZ budget for 2007 include increasing the minimum levy to \$150 per business per year. Those businesses that do not default to this minimum levy will see an increase in their levy that is estimated to be approximately 5%. For instance, a business that currently pays \$300 per year for the BRZ levy will pay approximately \$315 in 2007. The City of Red Deer will provide you with your exact BRZ levy amount in early 2007.

It is important to note that the minimum levy for the BRZ zone began at \$100 per business per year when it was first introduced back in 1988. Since then, the levy has only increased by \$10, and currently sits at \$110 per business per year, almost 20 years later. If one were to add 4% inflation to this figure each year, the levy would actually amount to \$211 for 2007. As this is too significant an increase for us to ask of our businesses, we have only requested an increase to \$150 for 2007. More than half of our BRZ businesses fall into this minimum levy category.

Enclosed in your package is the DBA's 2006 Report carrying the theme of "Your Downtown Business Association is turning over a new leaf." This 2006 Report was presented to members at the October 25th Annual General Meeting and contains some highlights of our new 2007-2009 strategic plan. If you are interested in reading the full strategic plan, please contact me and I will be happy to send you a copy.

Thank you for taking time to review this package. We hope that it contains useful information for you. As always, please do not hesitate to contact me should you have any questions. I can be reached at melanie@downtownreddeer.com or 340-8696.

Regards,



Melanie Rogers
Executive Director

Enclosures

- 2 -

Red Deer Downtown Business Association

5024 Ross St, 2nd Floor Red Deer AB T4N 1Y3

Phone: 403.340.8696 Fax: 403.340.8699

E-mail: info@downtownreddeer.com Web: www.downtownreddeer.com

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| Misc (bank fees, non-deductible penalties/interest, depreciation, WCB) | \$600.00 | \$200.00 |
| Contingency | \$0.00 | \$3,000.00 |
| Admin - Enviro/Graffiti/Banner | -\$9,000.00 | -\$8,476.00 |
| Total General Operations | \$40,650.00 | \$44,338.00 |

| Marketing | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Marketing materials (branding, development, printing) | \$14,000.00 | \$15,500.00 |
| DBA Newsletters | \$4,000.00 | \$3,000.00 |
| General Advertising (print, radio, television, website) | \$10,000.00 | \$17,800.00 |
| Total Marketing | \$28,000.00 | \$36,300.00 |

| Special Events | 2006 Original Budget | 2007 Submitted Budget |
|--|-----------------------------|------------------------------|
| Events (AGM, Mixer, Christmas Program, Westerner Days, Cruzin', CentreFest, Santa Parade, Seminar Series, SuperRun, Block Party) | \$20,000.00 | \$17,200.00 |

| Ghost Collection | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Expenses (insurance, maintenance, loan) | \$9,187.00 | \$10,687.00 |

| Main Street Program | 2006 Original Budget | 2007 Submitted Budget |
|----------------------------------|-----------------------------|------------------------------|
| Personnel: Benefits (CPP, EI) | \$3,000.00 | \$2,100.00 |
| Supplies | \$1,500.00 | \$800.00 |
| Total Main Street Program | \$4,500.00 | \$2,900.00 |

| Streetscape Maintenance Contract | 2006 Original Budget | 2007 Submitted Budget |
|---|-----------------------------|------------------------------|
| Streetscape Personnel and Graffiti Salaries | \$45,450.00 | \$60,974.00 |
| Benefits (CPP, EI, other benefits) | \$4,590.00 | \$7,000.00 |
| Vehicle lease, operation and supplies | \$18,703.00 | \$25,100.00 |
| Banners | \$5,700.00 | \$5,700.00 |
| DBA Admin Fees | \$8,000.00 | \$8,476.00 |
| Total Streetscape Maintenance Contract | \$82,443.00 | \$107,250.00 |

| | | |
|---------------------|---------------------|---------------------|
| Expenditures | \$277,010.00 | \$313,250.00 |
| Net | \$284.00 | \$0.00 |

A fully detailed budget is available upon request.

Downtown Business Association
2007 Business Revitalization Zone Budget

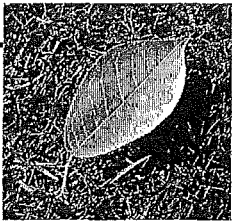
Last updated: 12/8/2006



Your Red Deer Downtown Business Association
is turning over a new leaf
is turning over a new leaf

RED DEER DOWNTOWN
BUSINESS ASSOCIATION

2 0 0 6
REPORT



RED DEER DOWNTOWN BUSINESS ASSOCIATION

Dear Members,

Welcome to the Annual General Meeting of the Downtown Business Association. We thank you for attending tonight.

This year, we will be taking a slightly different approach to the AGM. This meeting will concentrate on the activities of the past 5 months, since I first joined the Downtown Business Association. In addition, we will include some of the "hot topics" which are surely of interest to you. Most importantly, we will share with you a new draft of our strategic plan for the future.

I would like to thank our very dedicated **Board of Directors** who provide invaluable support and direction. I would also like to thank our new team of staff who help to make it all happen.

A sincere thanks to the **500 member businesses** who operate here in the Downtown. Each and every day you provide exemplary service to our guests and patrons, and strive to raise the profile of our collective Downtown community. We thank you for working together with your DBA as we grow, develop and improve our Downtown.

Thank you again for coming tonight. We look forward to getting to know you better.

Melanie Rogers, Executive Director

Downtown Events 2006

The Downtown Business Association planned or supported many Downtown events this year. Specifically:

DBA Hosted Events

Downtown Membership Mixer, June 7

"Through the Years" Mural Unveiling, July 20

Downtown Block Party (Westerner Event), July 21

Downtown Cruzin' SHOW'N SHINE, August 26

Annual General Meeting, October 25

Still to come:

Red Deer Co-op Santa & Friends Parade, November 18

DBA Supported Events

Westerner Parade, July 19

Red Deer Lodge Diamond in a Haystack, July 19

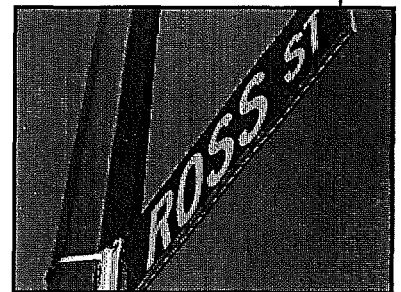
Alberta Summer Games (Friday event), July 28

ROCK'N RED DEER (SuperRun), August 4

CentreFest, August 12 & 13

Still to come:

Festival of Trees, Biggest Tree, November 23



The 2006 Board of Directors

President:

David J. Savage, AFSC Commercial

Vice-President:

Nancy Vruwink, Group 2 Architecture

Treasurer:

Jason Appleyard, Heywood Holmes & Partners

Executive Member:

Frank Kuny, Sisson Furs

Kevin Beattie, Chapman Riebeek

Laura Cadrin, La Petite Jaune Fleur

G. Geoff Goodwin, Buffalo Hotel

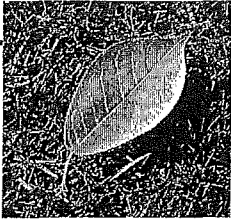
Cindy Jefferies, Council Representative

Angela Noble, Café Noble & Bakery

Richard Roth, CanWest Travel

Erika Rowden, Original Joe's

2006
REPORT



RED DEER DOWNTOWN BUSINESS ASSOCIATION

HOT TOPICS...

Downtown Safety

In September and October, the DBA along with the Social Planning department of The City of Red Deer spent more than 50 hours visiting individual Downtown businesses. These businesses had expressed concerns about perceived safety due to social agencies operating nearby.

We have prepared a summary document of our visits and have identified commonalities in the issues that have arisen. We are now following up with the RCMP for legal issues, and with the social agencies themselves on agency-related issues.

The DBA takes your safety concerns, and the concerns of your customers and clients, very seriously. We are committed to a proactive approach to Downtown safety, and are prepared to advocate for change on behalf of our collective membership.

Our Downtown is a very safe place to work and visit, and we will do everything we can to facilitate a resolution to safety concerns in our community. While we cannot enforce public safety, we can assist the authorities by bringing to their attention any emerging problems or issues in our Downtown.

Marketing

While our Downtown is a very successful commercial community, the DBA believes that we need to take a much more assertive approach to promotions and advertising.

Many Central Alberta residents do not visit Downtown because they simply do not know what businesses are operating here. Over the coming months, the DBA will focus on marketing strategies which specifically list the Downtown businesses and promote the unique retail, dining and professional services that we have to offer.

You can help us by ensuring that we have your most up-to-date business information on file. A survey is currently being circulated by our student volunteers. Please watch for this survey, fill it out and return it to the DBA to ensure that you are included in any future targeted advertising.

Parking

On October 30th, the Downtown will adopt a paid parking system for all meters and City parking lots.

The DBA supports this change. We believe that the existing system of one hour free parking is too restrictive for our patrons, and is keeping them from experiencing everything the Downtown has to offer by forcing them to vacate the area after only one hour. In addition, when guests are promised free parking, and are then ticketed if they stay longer than one hour, it sends the message that their patronage is not valuable to us.

The new parking program is about choice for our guests. They will be free to choose where they park depending on their length of stay. They will also have the choice of many payment options (cash, Smart Card, credit card) for the low 50 cent per hour fee.

The DBA was instrumental in creating even more choices for our businesses and guests. During the initial 2 week launch of the new parking program, the Smart Card will be available at no cost when parking time is purchased (a \$5.00 savings per card). In addition, the DBA will make a special VIP parking pass available to any businesses who wish to purchase parking for special guests, but do not wish to give away Smart Cards to do so. Please call the DBA office for more information.

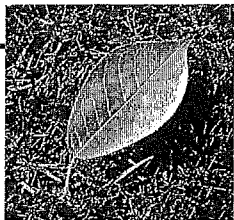
Beautification

The DBA works hard to keep the streets and sidewalks of the BRZ clean and beautiful. And we hope to do even more in the future.

A proposal is currently under review with The City of Red Deer, and pending Council approval of the 2007 budget, we will essentially double our funding, and double our services, as we work to beautify our Downtown through graffiti removal and litter pick-up.

We expect a favorable response to our proposal. As a result of the additional funding, we will be able to provide 7-day per week litter clean up year-round, with enhanced maintenance of street furniture and decorative banners, plus clean-up of alleyways and the corner bulb parks.

2006
REPORT



RED DEER DOWNTOWN BUSINESS ASSOCIATION

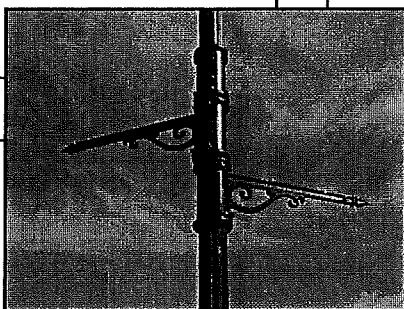
STRATEGY...

Our new vision:

The vision of the Downtown Business Association is to create 'Destination Downtown' by promoting Downtown Red Deer as a progressive and vibrant business and residential community.

Our new core values:

Leadership
Advocacy
Communication
Accountability
Community
Commerce

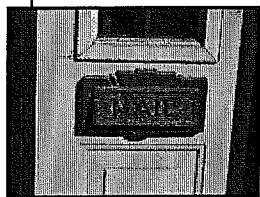


Our new Key Result Areas:

Communications and Representation
Marketing and Promotions
Support of Human Resources
Fiscal Responsibility
Physical Improvements
Development and Planning

Staff at the Downtown Business Association

Melanie Rogers, Executive Director
Arlana Tanner, Executive Assistant
Faron Halliday, Environmental Coordinator
Ray Congdon, Main Street Coordinator



Canada World Youth volunteers:

Tshepiso Koosimile,
Botswana

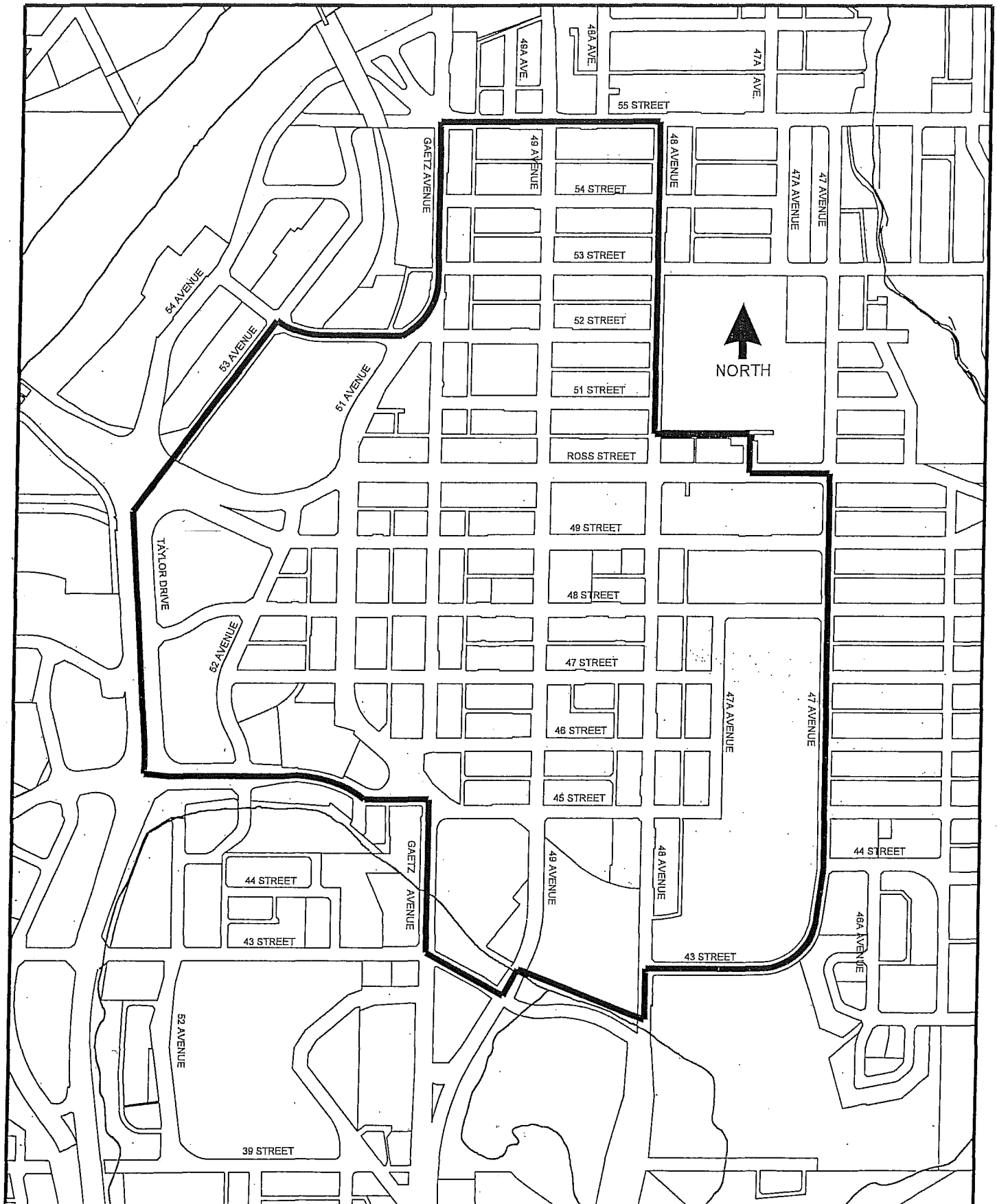
Craig Webster,
South Africa

Committee Representation and Advocacy

The Board and staff of the DBA represent your interests on these year-round committees and organizations:

Business Advisory Network
CentreFest Society
City Council
Crime Prevention Advisory Committee
Greater Downtown Action Plan / Riverside
Meadows Redevelopment Committee
Heritage Preservation Committee
International Downtown Association
Main Street Advisory Committee
Policing Committee
Red Deer Chamber of Commerce
Tourism Red Deer

**2006
REPORT**



SCHEDULE "A" ¹

BYLAW 2827/83 BUSINESS REVITALIZATION ZONE

— BOUNDARY OF BUSINESS REVITALIZATION ZONE

¹ 2827/B-84, 2827/A-91, 2827/A-2001, 2827/A-2003

Item No. 4

**Legislative & Administrative Services**

DATE: January 8, 2007
TO: City Council
FROM: Legislative & Administrative Services Manager
SUBJECT: Resolution for the 2007 Federation of Canadian Municipalities (FCM)
Annual Convention
June 1 – 4, 2007, Calgary, Alberta

The Federation of Canadian Municipalities (FCM) is requesting submission of resolutions by Municipalities to be considered at the 2007 FCM Convention to be held June 1 – 4, 2007 in Calgary.

The "Fiscal and Financial Imbalance" resolution is attached for Council's consideration, as submitted by the Senior Management Team.

Recommendation

The above resolution is presented to Council for consideration.



Kelly Kloss
Manager

/attach.

FCM RESOLUTION FISCAL AND FINANCIAL IMBALANCE

Whereas in FCM's June 2, 2005 document titled "Cities: Partners in National Prosperity"¹, it states:

- A broad consensus has emerged that quality of life in urban areas is central to the economic success of ... the country. Achieving this requires strategic investment, community engagement and collaboration among all orders of government; and

Whereas in FCM's 2006 document titled "Canada Communities: Keys to our prosperity"² states there is a fiscal and financial imbalance that results in municipalities being unable to generate sufficient revenue to manage growth; and

Whereas the fiscal and financial imbalance between municipal and other government jurisdictions continues to grow; and

- In 1993, support from other governments accounted for 25 cents of every dollar of municipal revenue; in 2003, they accounted for only 16 cents; and
- The federal government gets 50 cents of every tax dollar collected, provincial/territorial governments get 42 cents, and municipal governments get just eight cents; and

Whereas a review of the place of municipalities in the Canadian Federal System by Michael Dewing and William R. Young³ outlines the conditional and restrictive nature of many revenue sources, including provincial grants; and

Whereas the conditions placed on provincial money mean that municipalities are limited in their ability to spend their grants for locally determined purposes but must make choices that meet provincial policy goals;

Therefore be it resolved that FCM initiate a renewed effort in lobbying the Federal and Provincial governments to recognize the fiscal imbalance between those levels and municipalities, and provide to municipalities more stable long-term unconditional revenue that grow with growth in the economy, as do Federal and Provincial taxes.

¹ FCM, Cities: Partners in National Prosperity, June 2, 2005, <http://www.fcm.ca/english/documents/pnp.pdf>

² FCM, "Canada Communities: Keys to our Prosperity", 2006, <http://www.fcm.ca/english/documents/platform2006.pdf>

³ Library of Parliament, Municipalities, Michael Dewing and William R. Young, The Constitution, And The Canadian Federal System, May 2006, <http://www.parl.gc.ca/information/library/PRBpubs/bp276-e.htm>

Background

Municipal revenues are not keeping up with the cost of living, let alone the additional responsibilities of municipal governments.

For many years, municipalities have pointed out the restrictions on their decision-making, local autonomy, and revenue sources, and have tried to find alternatives.

During the 1990's, Canada's provincial and territorial governments offloaded responsibilities to municipal governments without transferring the financial resources needed to meet these new responsibilities. Municipal governments now deliver programs that support immigration, the environment, Aboriginal peoples, affordable housing, public health, and emergency preparedness and public security.

Property taxes include levies both for general municipal purposes and also for schools. The regressive and restrictive nature of the property tax means that municipal revenues do not necessarily keep pace with economic growth or inflation, in the same way as do income taxes or even sales taxes. In Canada, property taxes account for 63 per cent of municipal governments' own-source revenues. Revenues from other tax sources are negligible.

Comments:

We recommend that Council pass the proposed resolution and forward it on to the Federation of Canadian Municipalities.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager

DATE: January 16, 2007

TO: Rodney Burkard, Director of Corporate Services

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Resolution for the 2007 Federation of Canadian Municipalities (FCM)
Annual Convention
June 1 – 4, 2007, Calgary, Alberta

Reference Report:

Legislative & Administrative Services Manager, dated January 8, 2007

Resolutions:

Whereas in FCM's June 2, 2005 document titled "Cities: Partners in National Prosperity"¹, it states:

- A broad consensus has emerged that quality of life in urban areas is central to the economic success of ... the country. Achieving this requires strategic investment, community engagement and collaboration among all orders of government; and

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Whereas a review of the place of municipalities in the Canadian Federal System by Michael Dewing and William R. Young³ outlines the conditional and restrictive nature of many revenue sources, including provincial grants; and

Whereas the conditions placed on provincial and federal money means that municipalities are limited in their ability to spend their grants for locally determined purposes but must make choices that meet provincial and federal policy goals;

Therefore be it resolved that FCM initiate a renewed effort in lobbying the Federal and Provincial governments to recognize the fiscal imbalance between those levels and municipalities, and provide to municipalities more stable long-term unconditional revenue that grow with growth in the economy, as do Federal and Provincial taxes.

Report Back to Council: No

Comments/Further Action:

This office will forward the resolution passed by Council to the FCM.



Kelly Kloss
Manager

/chk

c Acting City Manager
 Director of Community Services
 Director of Development Services
 Personnel Manager

³ Library of Parliament, Municipalities, Michael Dewing and William R. Young, The Constitution, And The Canadian Federal System, May 2006, <http://www.parl.gc.ca/information/library/PRBpubs/bp276-e.htm>



LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Sylvie Delaquis, Resolutions Coordinator
Policy, Advocacy and Communications Department
Federation of Canadian Municipalities
24 Clarence Street
Ottawa, ON K1N 5P3

Dear Ms Delaquis:

Resolution for Consideration at the FCM 2007 Annual Conference, June 1 – 4, 2007

Enclosed is a certified true copy of a resolution entitled "Fiscal and Financial Imbalance" passed by Council of the City of Red Deer, along with supporting background material, for submission to the 2007 FCM Annual Conference (June 1 – 4, 2007).

Please call if you require any further information.

Sincerely,

Kelly Kloss
Manager

/attach.

c R. Burkard, Director of Corporate Services

**FCM RESOLUTION
FISCAL AND FINANCIAL IMBALANCE**

Whereas in FCM's June 2, 2005 document titled "Cities: Partners in National Prosperity"¹, it states:

- A broad consensus has emerged that quality of life in urban areas is central to the economic success of ... the country. Achieving this requires strategic investment, community engagement and collaboration among all orders of government; and

Whereas in FCM's 2006 document titled "Canada Communities: Keys to our prosperity"² states there is a fiscal and financial imbalance that results in municipalities being unable to generate sufficient revenue to manage growth; and

Whereas the fiscal and financial imbalance between municipal and other government jurisdictions continues to grow; and

- In 1993, support from other governments accounted for 25 cents of every dollar of municipal revenue; in 2003, they accounted for only 16 cents; and
- The federal government gets 50 cents of every tax dollar collected, provincial/territorial governments get 42 cents, and municipal governments get just eight cents; and

Whereas a review of the place of municipalities in the Canadian Federal System by Michael Dewing and William R. Young³ outlines the conditional and restrictive nature of many revenue sources, including provincial grants; and

Whereas the conditions placed on provincial and federal money means that municipalities are limited in their ability to spend their grants for locally determined purposes but must make choices that meet provincial and federal policy goals;

Therefore be it resolved that FCM initiate a renewed effort in lobbying the Federal and Provincial governments to recognize the fiscal imbalance between those levels and municipalities, and provide to municipalities more stable long-term unconditional revenue that grow with growth in the economy, as do Federal and Provincial taxes.

Certified to be a true and correct copy of a Resolution passed by Council of the City of Red Deer on January 15, 2007



Kelly Kloss
Manager, Legislative & Administrative Services

¹ FCM, Cities: Partners in National Prosperity, June 2, 2005, <http://www.fcm.ca/english/documents/pnp.pdf>

² FCM, "Canada Communities: Keys to our Prosperity", 2006, <http://www.fcm.ca/english/documents/platform2006.pdf>

³ Library of Parliament, Municipalities, Michael Dewing and William R. Young, The Constitution, And The Canadian Federal System, May 2006, <http://www.parl.gc.ca/information/library/PRBpubs/bp276-e.htm>

FCM RESOLUTION FISCAL AND FINANCIAL IMBALANCE

Background

Municipal revenues are not keeping up with the cost of living, let alone the additional responsibilities of municipal governments.

For many years, municipalities have pointed out the restrictions on their decision-making, local autonomy, and revenue sources, and have tried to find alternatives.

During the 1990's, Canada's provincial and territorial governments offloaded responsibilities to municipal governments without transferring the financial resources needed to meet these new responsibilities. Municipal governments now deliver programs that support immigration, the environment, Aboriginal peoples, affordable housing, public health, and emergency preparedness and public security.

Property taxes include levies both for general municipal purposes and also for schools. The regressive and restrictive nature of the property tax means that municipal revenues do not necessarily keep pace with economic growth or inflation, in the same way as do income taxes or even sales taxes. In Canada, property taxes account for 63 per cent of municipal governments' own-source revenues. Revenues from other tax sources are negligible.



Date: January 4, 2007

To: City Council

From: Returning Officer / Legislative & Administrative Services Manager

Re: 2007 Municipal Election – Monday, October 15, 2007

A municipal election will be held on Monday, October 15, 2007 for the offices of Mayor, Councillor, Public School Trustee, and Catholic School Trustee. Both the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA) provide councils with various alternatives concerning certain aspects for conducting elections.

I have summarized below each of these areas, as well as other general provisions for Council's information.

1. Joint Elections

Sections 2 & 3 of the Local Authorities Election Act provide for the entering into an agreement to hold an election in conjunction with another elected authority. The City has agreements with the Public and Catholic School Boards to conduct the trustees' election on their behalf based on a cost sharing formula. This has been a very successful long-standing partnership.

For Council's information, the Public School Board and the City of Red Deer's boundaries are the same. The Catholic School Board's boundaries include:

- the city of Red Deer;
- a portion of Red Deer County surrounding Red Deer;
- Rocky Mountain House, Sylvan Lake, Innisfail, Bowden, Olds and Didsbury and a portion of the counties surrounding these jurisdictions.

Recommendation: That the City continue to conduct the Public and Catholic School Board elections.

2. Election Day

Section 11 of the Local Authorities Election Act states that Election Day shall be the third Monday in October, however, a council may stipulate by bylaw passed prior to June 30th in the year in which a general election is to be held, that Election Day shall be the Saturday immediately preceding the third Monday in October.

Red Deer's past practice has been to hold the election on the third Monday in October and I recommend that this continue for the following reasons:



2007 Municipal Election
Page 2

ELECTION
2007
Your City. Your Choice.

- The voters in Red Deer are accustomed to voting on Monday.
- There would be additional costs associated with a Saturday election. Most of the voting stations are schools and additional costs would be incurred for opening the buildings, security, janitorial services, etc.
- Nomination Day, which is four weeks before Election Day, would also have to be on a Saturday.
- Community Association Centres are also used as Voting Stations and this may conflict with the Saturday recreational use of these facilities.
- Saturday is a Sabbath for some religious groups.

Recommendation: That Election Day be Monday, October 15, 2007.

3. Election Advertising

Sections 14, 26, 35 and 74 all relate to notifications that must be provided relative to nomination day, advance votes and election day. A notice must be published at least once a week in each of the 2 weeks before nomination day and election day, and at least one week before the advance vote or by mailing or delivering a notice to every residence in the local jurisdiction at least one week before these respective events. In previous years The City has used local newspapers to meet advertising requirements. For 2007 legislative notification will be undertaken through the mailing of an election publication to every residence within the city, however, some newspaper advertising will still be required.

Many electors in previous elections have expressed a lack of knowledge about the election indicating they do not get a newspaper. Door to door delivery of election information would address this information gap.

Recommendation: Submitted for Council's information

4. An Employee Seeking Election

Section 22 of the Local Authorities Election Act provides that an employee of a municipality seeking election may apply to the council for a leave of absence without pay on or after July 1st in the year of a general election, or on or after the day the council passes a resolution to hold the by-election, but before that persons last working day prior to nomination day. The council shall grant any application it receives under this section.

Recommendation: Submitted for Council's information.



2007 Municipal Election
Page 3

ELECTION
2007
Your City. Your Choice.

5. Appointment of Returning Officer

Section 13 of the Local Authorities Election Act provides for Council to appoint a returning officer for the purpose of conducting elections. Traditionally, The City's Election Bylaw has appointed the Legislative & Administrative Services Manager as the Returning Officer for The City.

Recommendation: That the Legislative & Administrative Services Manager continue to be The City's Returning Officer.

6. Nomination Forms

Section 27 of the Local Authorities Election Act states that the nomination form of a candidate shall be signed by at least 5 electors. Council may pass a bylaw prior to June 30 in the year in which a general election is to be held, specifying the minimum number of electors required to sign the nomination form of a candidate, but that number must be at least 5 and not more than 100. In the past Council has only required the signatures of 5 electors. We have received no feedback or requests to increase the number of signatures required on the nomination form.

Recommendation: That the nomination form of a candidate must be signed by at least 5 electors.

7. Nominations

Section 28 of the Local Authorities Election Act provides that nominations shall be received between the hours of 10 am and 12 noon on nomination day unless Council passes a bylaw to receive nominations earlier than 10 am. In 1992 Council began the practice for nominations to be received between 8 am and 12 noon on nomination day of any election.

Additionally, this section provides that an elected authority may establish locations, in addition to the local jurisdiction office, where a deputy may receive nominations. This allows for locations to be established in town offices of other municipalities located within the boundaries of the Red Deer Regional Catholic Division #39.

Recommendation:

1. The hours for receipt of nominations remain at 8 am to 12 noon on Nomination Day.



2007 Municipal Election
Page 4

ELECTION
2007
Your City. Your Choice.

2. That the town offices in the towns of:
 - Sylvan Lake,
 - Rocky Mountain House,
 - Innisfail,
 - Bowden,
 - Olds, and
 - Didsbury

be established as locations in which nominations may be received by Deputy Returning Officers appointed by The City of Red Deer in the conduct of the election for the Red Deer Regional Catholic Division #39.

8. Deposit

Section 29 of the Local Authorities Election Act provides that Council may, by bylaw passed not less than 30 days before nomination day (August 13, 2007 Council meeting), require that every nomination be accompanied by a deposit. Council can set the amount of the deposit however it cannot exceed \$100. Council does not currently require a deposit and we have received no feedback or requests to require a deposit.

Recommendation: That a nomination deposit not be required.

9. Death of a Candidate

Section 33 (1) of the Local Authorities Election Act states that Council may by bylaw, passed prior to nomination day, provide that if prior to the opening of the voting stations on election day, a candidate dies after being nominated,

- (a) the election for the position for which the deceased candidate was nominated shall be discontinued, and
- (b) the council shall as soon as practicable provide for the holding of a new election for that office.

Section 33 (2) goes on to say that if a candidate dies after being nominated and a bylaw has not been passed under the above section, the returning officer shall cause a notice of the death to be posted at a conspicuous location in all the relevant voting stations.

In 1998 Council repealed a bylaw that provided for the discontinuance of the election for which the deceased candidate was nominated. Under such a bylaw, a new election



2007 Municipal Election

Page 5

for that position would have to be held; voters would be required to come out and vote twice which may lower the voter turnout for the second election depending on which office is affected; and the costs to run a second election would be substantial.

Recommendation: That the death of a candidate would be posted to advise all voters and a by-election would not be required.

10. Rotation of Names on Ballot

Section 43 of the Local Authorities Election Act states that the names of the candidates on each ballot shall be arranged alphabetically in order of surnames. It also states that if a bylaw is passed 2 months before an election (August 13, 2007 Council meeting) the rotation of the names on the ballots can be done. Our practice is to arrange the names alphabetically for the following reasons:

- The costs to provide for the rotation of names would be extremely high;
- As we utilize a ballot card, and often there is more than one office on a card, rotating the names would be almost impossible unless we had a separate ballot card for each office;
- Operationally the timelines to have the ballots produced, tested and printed does not make rotation of names feasible;
- Based on a study that has been done for the last 4 elections there is no advantage created for those whose names appear on the top half of the ballot or in fact anywhere on the ballot. This report is available at Legislative Services should any member wish to view it.

Recommendation: That the names of the candidates on each ballot be arranged alphabetically in order of surnames.

11. Voting Hours

Section 46 of the Local Authorities Election Act states that voting stations shall be kept open continuously on election day from 10 am to 8 pm unless Council passes a bylaw prior to June 30th in a year in which an election is being held, that would provide voting stations to be open before 10 am.

A few Alberta municipalities moved to earlier voting hours in recent elections, however, based on an evaluation undertaken by The City of Calgary, there was no indication that opening earlier resulted in significantly higher voter turnout but did result in significantly higher costs.

Red Deer has, in the past, retained the voting hours of 10 am to 8 pm and I recommend that these hours be retained, for the following reasons:



2007 Municipal Election
Page 6

ELECTION
2007
Your City. Your Choice.

- Statistics do not support the idea that earlier opening results in higher voter turnout.
- In order to catch early morning commuters, stations would need to be open by at least 7 am.
- Election workers would need to start at 6 am, which would necessitate the hiring and training of almost twice as many workers to allow for shift changes as it would be unreasonable to expect workers to put in a 14-hour day.
- The rate for the Presiding Deputy Returning Officer (PDRO) would need to increase as that position would be required to remain in attendance for the duration of the day.
- Costs to rent the voting stations will increase to accommodate the longer hours.

In the outside of Red Deer jurisdictions in which we conduct the election on behalf of the Catholic School district, we would have the same voting station hours as that jurisdiction.

Recommendation: The hours of voting remain from 10 am to 8 pm, however, these hours may be varied in jurisdictions outside of the city of Red Deer in which the vote for Catholic School trustees is conducted on behalf of the Red Deer Regional Catholic Division #39.

12. List of Electors

Section 49 of the Local Authorities Election Act gives Council the option to direct the Returning Officer to prepare a list of electors who are entitled to vote in an election and to prescribe procedures and forms governing the enumeration of electors. If Council wishes to have a list of electors prepared this could be undertaken in conjunction with the 2007 census. However, additional costs in excess of \$35,000 would be incurred. It is also possible to obtain a copy of the voter's list of the provincial government. This list is compiled from the most recent census enumeration, driver registries, and Alberta Health's database. It is expected that this voter's list is approximately 60% accurate (July 2006 City of Edmonton report) and would need to be updated by an enumeration.

There is a perception that the use of a voter's list enhances the integrity of the election. The reality however is that if an elector's name does not appear on the list, the elector can still vote by completing a declaration (section 53), which is exactly the same as the process currently followed. Additionally, the use of a voter's list could result in longer line-ups at voting stations and the need for additional staffing.



The current practise of allowing electors to declare their eligibility at the voting station is accepted by the voters and has worked very well with no signs of abuse.

Recommendation: That enumeration not be undertaken and electors be allowed to declare their eligibility at the voting station.

13. Identification of Campaign Workers

Section 52 of the Local Authorities Election Act supports the candidate or campaign worker's right to free access to each residence in a building containing 2 or more residences or to each residence in a mobile home park. Section 28.1 requires that the elected authority provide, on the request of the candidate, sufficient number of copies of the prescribed form for the identification of an official agent, campaign workers and scrutineers.

Identification of candidates will be provided by this office to candidates on nomination day and a standard form of identification developed and provided to candidates for their distribution to campaign workers.

Recommendation: Submitted for Council's information.

14. Voter Identification

Section 53 of the Local Authorities Election Act allows Council to provide for the number and types of identification that are required to verify the person's identity and age for the purpose of determining eligibility. There is significant debate as to the value that a requirement for voter identification adds to the election process.

To be eligible to vote in an election under the Local Authorities Election Act an elector must be at least 18 years old, a Canadian citizen, and have resided in Alberta for the six consecutive months immediately preceding election day and live in the local jurisdiction on election day. There is no universal piece of identification that would verify a person's eligibility as outlined above. This means that at least two pieces of identification would be required and flexibility in terms of type of identification would need to be ensured. Perhaps the most significant consideration is that if a municipality does decide to require voter identification, any elector that does not have the appropriate identification is not allowed to vote.

Recommendation: That voter identification not be required and electors be allowed to declare their eligibility at the voting station.



2007 Municipal Election
Page 8

ELECTION
2007
Your City. Your Choice.

15. Advance Voting

Section 73 of the Local Authorities Election Act provides for Council to hold an advance vote prior to election day and the Returning Officer must determine the days and hours when the advance vote is to be held.

In 2004, two additional dates of advance voting were provided. A total of five advance votes dates are offered and appear to be sufficient.

Recommendation: That Council authorize the holding of an advance vote for the 2007 election. If Council provides this authorization, I will then designate the following days and times for the advance vote to be held at the Red Deer and District Museum in the Stewart Room.

| | | |
|-----------|--------------------|---------------|
| Saturday, | September 29, 2007 | 10 am to 8 pm |
| Friday, | October 5, 2007 | 10 am to 8 pm |
| Saturday, | October 6, 2007 | 10 am to 8 pm |
| Friday, | October 12, 2007 | 10 am to 8 pm |
| Saturday, | October 13, 2007 | 10 am to 8 pm |

Advance votes for electors in the Catholic Regional School Division #39 located outside of Red Deer will be designated in accordance with the dates established by the presiding municipality.

16. Special Ballots

An elected authority **may**, by resolution, provide for the use of special ballots. Section 77.1(1) states:

An elector who is unable to vote at an advance vote or at the voting station on election day because of

- (a) physical incapacity,
- (b) absence from the local jurisdiction, or
- (c) being a returning officer, deputy returning officer, constable, candidate or agent who may be located on election day at a voting station other than that for the elector's place of residence

may apply to vote by special ballot.

A special ballot as set out by the Act can also be described as an absentee or mail in ballot and would apply most specifically to snow birds and to those who work outside of the area for extended periods of time. Legislation provides that applications for special ballots may be made at any time between the day of the notice of election (at least two weeks before election day) and the closing of voting stations on election day, unless an elected authority passes a resolution to accept applications earlier.

Newly introduced to legislation in 2003, 24 Alberta municipalities implemented special ballots in the 2004 election with 23 of the 24 reporting no significant problems or issues. In fact, most municipalities reported that special ballots were very well received by the population they are designed to serve. The only real difficulty identified was that of voter's following the instructions for special ballots. Three different envelopes are used, the first contains the completed ballot; the second which comprises the declaration of eligibility that must be completed by the elector and in which the sealed ballot envelope is inserted; and the third envelope in which the previous two envelopes are inserted for mailing to the local authority. When the ballot is not sealed in the ballot envelope or when the declaration of eligibility is not completed, the ballot must be declared spoiled. If the use of special ballots is authorized our office will endeavour to make instructions for special ballots as clear as possible to reduce the incidence of ballots declared spoiled.

In Calgary, Fort Saskatchewan and High Level, the numbers of voters using special ballots was well under 1% of the total ballots received. Only .4% of eligible voters used special ballots in the last provincial election. In the city of Red Deer that means a possible 500 people may request to vote by special ballot.

Recommendation:

1. That Special Ballots be authorized for the 2007 election.
2. That in accordance with section 77.1(2.2), applications for special ballots be accepted at any time between July 1, 2007 and the closing of voting stations on election day.
3. That in accordance with section 77.1(2.3) The City of Red Deer notify the Minister of the resolution to accept earlier applications for special ballots, no later than 4 months prior to nomination day (May 15, 2007).



17. Blind Voter

Section 78 of the Local Authorities Election Act provides for taking the vote of a blind elector at a voting station. The vote is recorded with the assistance of a deputy or a friend of the incapacitated elector. In 2003 Section 78 of the Local Authorities Election Act was amended to require that a municipality, if requested by an elector at least 3 months before Election Day, must provide the elector with a blind voter template in the prescribed form. Using section 6(2) of the Local Authorities Election Act, The City of Red Deer requested that the Minister of Municipal Affairs approve the use of the Advance Vote to accommodate blind voters. The Red Deer Election Regulation was adopted to provide for a visually impaired elector, via a headset, to hear the instructions on how to vote and the names of candidate. It walks the elector through the process of voting and provides opportunity to make corrections. This same equipment provides visual information for electors who may not be able to hear instructions from election personnel. This technology was very well received by all voters attending the Advance Vote.

Recommendation: That electronic technology be provided at the Advance Vote, as The City's "template" for blind voters, to accommodate the needs of visually and hearing impaired voters.

18. Incapacitated Elector at Home

Section 79 of the Local Authorities Election Act allows Council to provide for the attendance of a deputy at the residence of an elector during the hours an advance voting station is open or other times as may be fixed by resolution, in order to take the vote of an elector who, because of physical incapacity, is unable to attend a voting station or an advance voting station, to vote. This provision is made for those electors who are house bound and can in no way leave the house to vote. Electors must register for this service with the Returning Officer prior to the actual day of voting. The City has offered this service since 1995 and in 2004 also included accommodation to electors who must rely on special transportation with the challenges of needing to book outgoing and returning trips in advance.

Recommendation: That the provision of at-home incapacitated elector voting be offered during the hours an advance voting station is open.

19. Institutional Voting Stations

Section 80 of the Local Authorities Election Act provides for Council, by resolution, to designate locations for institutional voting stations or to authorize the returning officer to designate such locations. In the 2004 election 12 institutional voting stations were established within the city and an additional 10 locations were established in outlying jurisdictions.



2007 Municipal Election
Page 11

ELECTION
2007
Your City. Your Choice.

Recommendations: That be the Returning Officer be authorized to designate the location of one or more institutional voting stations for an election.

20. Voting Machines

Section 84 of the Local Authorities Election Act provides for the taking of the votes of the electors by means of voting machines, vote recorders or automated voting systems. In 1992 the City began using a ballot counting machine to tabulate the votes of the electors. This has been an excellent system and has been received well by the electors, candidates and staff. The only negative comment has been the lateness of results in some elections.

For the 2007 election, The City will build on the use of this technology with the use of voter activated ballot count machines located at each regular voting station. The voter completes their ballot and personally inserts it into the counter. If the machine detects an issue with the marks on the ballot such as an under-vote or over-vote, the machine will ask the voter to verify their intent prior to accepting the ballot. No interpretation of a ballot by election staff is required. While no results are available until after the voting station closes, the ballot is immediately tabulated electronically and a cumulative record is recorded for every ballot cast. At the end of the day the memory card of the machine is removed and delivered to the central election office and the already tabulated results are downloaded. Employing similar technology to the central count, audit and reporting functions are excellent and results are available very quickly following the close of voting.

Recommendation: Submitted for Council's information.

21. Ballot Counting

Section 84(2)(c)(iii) provides that a bylaw established to provide for the taking of votes by means of voting machines also must prescribe the procedures for counting the votes.

In 2001 the Elections Bylaw was amended to provide for the tabulation of results during the day without producing or making known any results. Ballot counting commenced at 6 pm with the results of the Advance and Institutional votes being tabulated prior to the close of voting stations. As well, ballots were picked up from some of the larger voting stations and included in this early tabulation. No results were produced or made known until after the close of polls at 8 pm.

With the new technology to be employed this election, picking up ballots from some of the larger voting stations will not be required.



2007 Municipal Election
Page 12

ELECTION
2007
Your City. Your Choice.

Recommendation: That the process of tabulating ballots on election day before the close of the voting stations, without producing or making known any results until after 8:00 p.m., be continued.

22. Election Expenses

Section 118 of the Local Authorities Election Act states that a council may by bylaw passed prior to April 15 in a year in which a general election is held, require that candidates prepare and disclose to the public, audited statements of all their campaign contributions and campaign expenses.

Recommendation: Council passed the Campaign Contribution and Expense Disclosure Bylaw No. 3367/2006 on November 20, 2006.

23. Wards

The City of Red Deer has traditionally run at-large elections where the electors of the whole municipality elect councillors for the whole municipality.

Section 147(2) of the Municipal Government Act states "The election is to be by a vote of the electors of the whole municipality unless the municipality is divided into wards, ..." Section 148(2) provides that a council may by bylaw divide the municipality into wards and establish their boundaries. Also in this section the permitted variations of election are outlined, as follows:

1. At-large elections where the electors of the whole municipality elect councillors for the whole municipality.
2. At-large election of a specific number of councillors for the whole municipality who are voted for by all electors in the municipality, in addition to councillors elected for each ward by:
 - a) all electors in the municipality, or
 - b) only those electors living within the ward;
3. Councillors are elected by ward and only residents in the ward may vote for a councillor in that ward;
4. Councillors are elected by ward by the electors of the whole municipality.

In a ward system election there is no requirement that the candidate is a resident in the ward that they wish to represent.

An at-large election is always held for the election of the chief elected officer (mayor) unless a bylaw is passed requiring council to appoint the chief elected officer from among the councillors.



Following recent municipal elections, the question has arisen as to whether Red Deer should consider moving to a ward system. To respond to this question two recent reports were considered to assist in determining the merits of various elections systems. In 2003 the Office of the City Clerk for The City of Edmonton presented to Edmonton City Council a "Ward Boundary Review" report. The purpose of this report was to review ward boundaries review but also evaluated various election systems employed by other municipalities. "Enhancing Grassroots Democracy and Strengthening the Policy-Making Role of Brandon City Council" was completed in 2001 by the Brandon Electoral Review Committee. Established by Brandon (MB) City Council this committee was charged with the task of recommending measures that would provide Brandon's citizens with 'more effective representation on Council and a stronger voice in civic affairs'.

Edmonton's report evaluated 28 US and Canadian cities however; the smallest city represented was London, Ontario with a population of 336,000. The report identified some interesting points:

- A single-representative (ward) system discourages candidates if an incumbent is generally popular, or if an incumbent popular with a dominant interest group is running;
- Potential candidates who face a popular incumbent may run in another ward.

Brandon's report surveyed municipalities with populations ranging from 30,000 to 100,000 people, council members, former council members, candidates, city administration and citizens. In its analysis of the findings on Electoral System Options the following comments are made:

Ward System:

- Tends to encourage a more local, narrow or restricted vision of the city;
- Makes the crucial linkage between grassroots representation and global vision somewhat difficult to accomplish;
- Is less democratic than others, as citizens have a say only in electing two members of council, namely the mayor and one councillor;
- Tend to become "fiefdoms", making a challenge to an incumbent often fruitless, thereby perpetuating acclamations;
- May cause rivalries between councillors.

At Large System:

- Appears better suited to smaller cities and rural municipalities, particularly true if the electorate is socially and economically homogeneous;
- Less expensive for city to run;



- Councils more able to deal with broad policy-making decisions as citizenry learn to go directly to administration with their problems instead of a specific councillor;
- All citizens elect all representatives, which may help achieve not only a broader view of democratic representation, but also of a strong council, where everyone has an equal status to the mayor.

Other mid-size Alberta cities (Lethbridge, Grande Prairie, Medicine Hat, St. Albert, Lloydminster) were surveyed relative to how their elections are conducted. All are at-large elections with no changes anticipated.

An evaluation of representation of Council in the city was conducted following the 2004 election. Appendix C is an excerpt of the February 14, 2005 report to Council and is attached for information.

Recommendation: That the City continue to conduct at-large elections.

24. Election of Mayor

Section 150 of the Municipal Government Act states that the chief elected official (Mayor) of a city is to be elected by a vote of the electors of the municipality unless the council passes a bylaw requiring council to appoint the Mayor from among the councillors. This bylaw would have to be passed 180 days before the general election (April 10, 2007 Council meeting) and must be advertised. If Council wishes to consider this option, it may be prudent that a question be placed on the 2007 Election Ballot Card asking the electors if a change in the way Red Deer elects the Mayor is desired and that any change be for the 2010 election.

Recommendation: That the election of the Mayor by the electors continue.

25. Disclosure Bylaw - Personal Information

Section 171 of the Municipal Government Act states:

171 A Council may by bylaw

- (a) require that each councillor file with a designated officer a statement of the name or names of
 - (i) the councillor's family,
 - (ii) the employers of the councillor,

- (iii) each corporation, other than a distributing corporation, in which the councillor is a shareholder, director or officer,
 - (iv) each distributing corporation in which the councillor beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the councillor is a director or officer, and
 - (v) each partnership or firm of which the councillor is a member, and
- (b) require the designated officer to compile a list of all the names reported on the statements filed with the officer and give a copy of the list to the employees of the municipality indicated in the bylaw.

This section would apply to those elected to Council. In the past, Council has had the option to implement a Disclosure - Personal Information Bylaw, however has chosen not to. We have received no feedback or request to require such a bylaw.

Recommendation: Unless otherwise directed by Council, the disclosure of personal information of candidates will not be required.

26. Placement of Election Signs

Land Use Bylaw 3357/2006 includes the authority and criteria for placement of elections signs. During the 2004 election, 17 locations were designated as municipal lands on which election signs could be located. Following that election a recommendation was made to identify additional locations. At the November 6, 2006 meeting of City Council, Council designated an additional nine locations bringing the total of designated locations to 26, with 13 of those locations located in the north and 13 in the south. It should be noted that the placement of election signs also applies to federal and provincial elections.

Recommendation: Provided for Council's information.

27. Election Outreach

Traditionally, this department has focussed its election efforts on the development of a candidate handbook and on legal advertising in compliance with the Local Authorities Election Act. In recent years other tools such as participation in the Let's Talk day in the mall and utilization of The City's Web site have enhanced voter information and understanding of election processes.



Following is an overview of the key elements of election outreach to be employed in the 2007 election includes:

- Development and use of the theme "Election 2007....Your City, Your Choice"
- Participation in the "Let's Talk" Saturday at the mall
- Use of informational material such as the candidate handbook and voter brochures
- Development and mass distribution of legislated election information
- Use of banners and posters throughout the city to promote the election
- Enhanced use of The City website including pre and post election information and surveys
- Implementation of a web based "Youth Vote" to allow youth to vote on-line, in the weeks preceding the election to generate interest and discussion (no results would be released until after the election)

Recommendations: Provided for Council's information.

28. Information for Potential Candidates

To assist potential candidates in sorting through the information and rules related to running for public office, Legislative & Administrative Services has prepared a document titled "2007 General Election Information For Potential Candidates", attached for your information. Additional copies are available at Legislative & Administrative Services.

Recommendation: Submitted for Council's information.

Summary of Recommendations:

1. That the following items be received as information only unless otherwise directed by Council:
 - a) The nomination form of a candidate must be signed by at least 5 electors.
 - b) A nomination deposit is not required.
 - c) Names of the candidates on each ballot will be arranged alphabetically in order of surnames.
 - d) An enumeration not be undertaken.
 - e) Voter identification not required.
 - f) Five dates will be provided for the holding of the Advance Vote.
 - g) Council candidates are required to prepare and disclose statements of their election expenses in accordance with Bylaw 3367/2006.



2007 Municipal Election
Page 17

ELECTION
2007
Your City. Your Choice.

- h) Election for the mayor, councillors and public school trustees will be conducted at-large while Catholic school trustees will be elected by ward as established by the Red Deer Regional Catholic Division #39.
 - i) Disclosure of personal information of candidates is not required.
 - j) Placement of election signs is set out by the Land Use Bylaw and in accordance with Council's resolution designating municipal properties on which election signs may be placed.
2. That Council pass Bylaw 3382/2007, The Election Bylaw that supports the following recommendations:
- a) The City will conduct the Public and Catholic School Board elections.
 - b) The City Clerk is designated as the Returning Officer for the purpose of conducting elections.
 - c) Hours for receipt of nominations will be 8 am to 12 noon on Nomination Day.
 - d) The Returning Officer may establish locations, in addition to the local jurisdiction office, where nominations may be received.
 - e) Voting hours on Election Day and the Advance Vote will be from 10 am to 8 pm unless otherwise established in areas where The City partners in the conduct of the Red Deer Catholic Regional Division #39 election of trustees.
 - f) A Special Ballot will be provided for the 2007 election.
 - g) Requests for Special Ballots will be accepted at any time between July 1, 2007 and the close of voting stations on election day.
 - h) Electronic technology will be utilized to accommodate the needs of visually or hearing impaired voters and will be provided at the Advance Vote.
 - i) At-home incapacitated elector voting will be offered during the hours an advance voting station is open. Definition of Incapacitated Elector at Home includes those residents restricted by mobility.
 - j) The Returning Officer is authorized to designate the location of institutional voting stations.
 - k) Voter activated ballot count technology will be will be used for the tabulation of results.
 - l) Ballot counting will commence prior to closure of the voting stations without producing or making known any results until after 8:00 p.m.



2007 Municipal Election
Page 18

ELECTION
2007
Your City. Your Choice.

3. That the Minister of Municipal Affairs be notified, in accordance with section 77.1(2.3) of the Local Authorities Election Act, that Special Ballots will be accepted at any time between July 1, 2007 and the close of voting stations on election day.

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss, Manager
Legislative & Administrative Services

/fm
attchs.

Appendix A Summary of Recommendation

| Item | Action | Authority |
|------------------------------------|---|---|
| Joint Election | <ul style="list-style-type: none"> Continue partnership with the Red Deer Public School Board and the Red Deer Catholic Regional Division | <ul style="list-style-type: none"> LAE Act, s. 2 & 3 Election Bylaw 3368/2006, s. 4 |
| Election Day | <ul style="list-style-type: none"> Monday, October 18, 2004 | <ul style="list-style-type: none"> LAE Act, s. 11 |
| Appointment of Returning Officer | <ul style="list-style-type: none"> Legislative & Administrative Services Manager appointed as Returning Officer | <ul style="list-style-type: none"> LAE Act, s. 13 Election Bylaw 3368/2006, s. 5 |
| Nomination Forms | <ul style="list-style-type: none"> Must be signed by at least 5 electors | <ul style="list-style-type: none"> LAE Act, s. 27 |
| Nomination Day | <ul style="list-style-type: none"> September 17, 2007, 8:00 a.m. – 12:00 noon | <ul style="list-style-type: none"> LAE Act, s. 28 Election Bylaw 3368/2006, s. 6 |
| Receipt of Nominations | <ul style="list-style-type: none"> The town offices in the towns of Sylvan Lake, Rocky Mountain House, Innisfail, Bowden, Olds and Didsbury be established as locations in which nominations may be received | <ul style="list-style-type: none"> LAE Act, s. 28 Election Bylaw 3368/2006, s. 6 |
| Deposit | <ul style="list-style-type: none"> Nomination deposit not required | <ul style="list-style-type: none"> LAE Act, s. 29 |
| Death of Candidate | <ul style="list-style-type: none"> Notice of death to be posted at a conspicuous location in all relevant voting stations | <ul style="list-style-type: none"> LAE Act, s. 33 |
| Rotation of Names on Ballot | <ul style="list-style-type: none"> Continue practice of arranging names of candidates alphabetically in order of surname | <ul style="list-style-type: none"> LAE Act, s. 43 |
| Voting Hours | <ul style="list-style-type: none"> 10:00 a.m. – 8:00 p.m. | <ul style="list-style-type: none"> LAE Act, s. 46 |
| List of Electors | <ul style="list-style-type: none"> Enumeration not be undertaken Electors declare eligibility at the voting station | <ul style="list-style-type: none"> LAE Act, s. 50, 53 |
| Identification of Campaign Workers | <ul style="list-style-type: none"> Provide general identification cards for all candidates and sufficient copies for candidates to distribute to campaign workers | <ul style="list-style-type: none"> LAE Act, s. 52 |
| Voter Identification | <ul style="list-style-type: none"> Voter identification not required | <ul style="list-style-type: none"> LAE Act, s. 53 |
| Advance Vote | <ul style="list-style-type: none"> Saturday, September 29, 2007 Friday, October 5, 2007 Saturday, October 6, 2007 Friday, October 12, 2007 Saturday, October 13, 2007 10:00 a.m. to 8:00 p.m. each day Advance votes in the Catholic Regional School Division located outside of Red Deer will be in accordance with those established by the presiding municipality | <ul style="list-style-type: none"> LAE Act, s. 73 Election Bylaw 3368/2006, s. 13 |
| Special Ballots | <ul style="list-style-type: none"> A special ballot will be provided for electors who | <ul style="list-style-type: none"> LAE Act, s. 77.1 |

| Item | Action | Authority |
|--------------------------------------|--|--|
| | <p>are unable to attend an advance vote or a voting station on election day</p> <ul style="list-style-type: none"> • Notify Minister that special ballots be accepted at any time between July 1, 2007 and the close of voting stations on election day | |
| Blind Voter | <ul style="list-style-type: none"> • Use electronic technology to accommodate visually and hearing impaired voters • Red Deer Regulation permitting the blind voter template be available at the Advance Vote | <ul style="list-style-type: none"> • LAE Act, s. 78 • LAE Act, s. 6 |
| Incapacitated Electors at Home | <ul style="list-style-type: none"> • Include electors affected by mobility • Attend residence of incapacitated electors during hours an advance voting station is open | <ul style="list-style-type: none"> • LAE Act, s. 79 • Election Bylaw 3368/2006, s. 25 |
| Institutional Voting Stations | <ul style="list-style-type: none"> • Designate institutional voting stations • Authorize Returning Officer to designate other such institutional voting stations as required | <ul style="list-style-type: none"> • LAE Act, s. 80 • Election Bylaw 3368/2006, s. 28 |
| Voting Machines | <ul style="list-style-type: none"> • Voter activated ballot counting technology • Acquire specific technology to respond to visually and hearing impaired voters | <ul style="list-style-type: none"> • LAE Act, s. 84 • Election Bylaw 3368/2006, s. 32 |
| Ballot Counting | <ul style="list-style-type: none"> • Commence counting of ballots before the close of voting stations • No results made known until after 8:00 p.m. | <ul style="list-style-type: none"> • LAE Act, s. 84(2) • Election Bylaw 3368/2006, s. 52 |
| Election Expenses | <ul style="list-style-type: none"> • Disclosure of election expenses required | <ul style="list-style-type: none"> • LAE Act, s. 118 • Election Expense Disclosure Bylaw 3367/2006 |
| Wards | <ul style="list-style-type: none"> • Continue with at-large election | <ul style="list-style-type: none"> • MGA, s. 147 & 148 |
| Election of Mayor | <ul style="list-style-type: none"> • Continue with practice of election of Mayor by electors | <ul style="list-style-type: none"> • MGA, s. 150 |
| Disclosure Bylaw | <ul style="list-style-type: none"> • Disclosure of personal information not required | <ul style="list-style-type: none"> • MGA, s. 171 |
| Placement of Election Signs | <ul style="list-style-type: none"> • Land Use Bylaw provides for location of election signs • Municipal property on which election signs may be placed designated by Council resolution Nov. 6/06 | <ul style="list-style-type: none"> • Land Use Bylaw 3357/2006 |
| Election Outreach | <ul style="list-style-type: none"> • Use outreach activities to enhance voter information and understanding of election processes | |
| Information for Potential Candidates | <ul style="list-style-type: none"> • Continue with production and dissemination of handbook | |

Appendix B

Special Ballots Procedure – as prescribed by the Local Authorities Election Act

The process set out for special ballots is as follows:

- The elector requests a special ballot by writing, telephone, fax, in person or by email person at any time between July 1, 2006 and the closing of voting stations on election day.
- On receipt of the application the elected authority records in the special ballot elector register the name of the elector, place of residence and the name and number of the voting station for that elector and provides for the elector to receive the special ballot by mail or in person following close of nominations.
- The voter receives a computer generated ballot on which they must select the names of candidates the elector chooses. The ballot is then placed in the ballot envelope, which must be sealed, the elector then completes the certificate stating their eligibility to vote and includes this certificate and the sealed ballot envelope into the certificate envelope. The certificate envelope is then placed in an outer envelope, which is sealed and forwarded to the Returning Officer before the close of voting stations on election day.
- When the Returning Officer receives the ballot the certificate envelope is removed from the outer envelope to ensure the name on the certificate envelope is the same as that recorded when the request for a special ballot was received and whether the declaration of eligibility is properly completed. The Returning Officer then signs the certificate envelope verifying the proper completion.
- The certificate envelope is then opened and the sealed ballot envelope removed and placed in a sealed ballot box marked "special ballot".
- Prior to counting of the ballot the deputy will transcribe the information from the special ballot to a regular ballot to ensure the ballot counting machine can count it.

Appendix C

Excerpt of the report to Council February 14, 2005

Representation of Council in City

History

The City of Red Deer has traditionally run at-large elections where the electors of the whole municipality elect councillors for the whole municipality.

Objective

To provide information as to the representation of members of Council relative to their residential location within the city. For this purpose, three specific areas are identified as follows:

- North: north of the Red Deer River
- Central: Downtown, Parkvale, Waskasoo, Woodlea
- South: all areas south of the Red Deer River except those areas identified as Central

The table below demonstrates representation within the city based on the above noted areas:

| Representation in city | | | | |
|------------------------|------------|--------------------------|---------------------------|-------------------------------|
| Area | Population | Percentage of Population | Number of Representatives | Percentage of Representatives |
| North | 25,615 | 33.7% | 3 | 33.3% |
| Central | 5,467 | 7.2% | 1 | 11.1% |
| South | 44,841 | 59% | 5 | 55.5% |

Comments:

We agree with the recommendations of the Legislative & Administrative Services Manager.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager



Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Frieda McDougall, Administrative Assistant
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: 2007 Municipal Election – Monday, October 15, 2007
Election Bylaw 3382/2007

Reference Report:

Returning Officer / Legislative & Administrative Services Manager, dated January 4, 2007

Bylaw Readings:

Election Bylaw 3382/2007 was given three readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:



Kelly Kloss
Manager

/chk
attchs.

c

BYLAW NO. 3382/2007

Being a bylaw to provide for municipal and school trustee elections in the city of Red Deer;

COUNCIL OF THE CITY OF RED DEER, ENACTS AS FOLLOWS:

Title

- 1 This bylaw may be called the "Election Bylaw".

Definitions

- 2 Except as otherwise provided for in this bylaw, the terms used in the Local Authorities Election Act (the Act), where used or referred to in this bylaw, have the same meaning as defined or provided in the Act.

- 3 In this bylaw, the following terms mean:

"Automated voting system" means an automated or electronic system designed to automatically count and record votes and process and store the election results;

"Auxiliary ballot box" means a separate compartment in the ballot box for ballot cards that have been marked by voters but not counted by the vote tabulator.

"Ballot" means the part of a printed or electronically produced ballot card on which is indicated the office to be voted on, the names of the candidates, the bylaw name and number or the questions if any, and containing the spaces in which the elector is to mark his vote;

"Ballot box" means a container for paper ballots or ballot cards that have been marked by the voters;

"Ballot card" means a paper card, in a form approved by the Returning Officer, listing the ballots to be voted on in the election;

"City" means the municipal corporation of The City of Red Deer, in the Province of Alberta;

"Council" means the Council of The City elected pursuant to the Act;

"Counting centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of election results;

"Electronic Ballot Device" means a data storage unit that records and counts votes by electronic means where a voter casts his or her vote using touch screen technology.

"Local Jurisdiction" means, and includes, The City of Red Deer, the Red Deer Public School District No. 104, and the Red Deer Catholic Regional Division #39.

"Marking instrument" means the pen or other device, approved by the Returning Officer, for use in marking ballots by the elector;

"Memory Storage Device" means a computer memory unit that plugs into the Vote Tabulator or Electronic Ballot Device that contains:

- (a) the names of the candidates for each contest;
- (b) the alternatives 'yes' and 'no' for each bylaw or question (where there is a bylaw or question); and
- (c) a secure mechanism to record and count votes;

"Register Tape" means the printed record generated from the Vote Tabulator or Electronic Ballot Device which shows:

- (a) the number of ballots received;
- (b) the number of ballots accepted;
- (c) the number of votes for each candidate; and
- (d) where there is a vote on a bylaw or question, the number of votes for and against each bylaw or question;

"Secrecy sleeve" means an open ended envelope, in a form approved by the Returning Officer, used to cover a printed ballot card to conceal the markings made on the ballot card by the elector without covering the initials of the election official;

"Vote tabulator" means a machine into which ballot cards are inserted and:

- (a) records the number of votes for each candidate; and
- (b) where applicable, records the number of votes for and against each bylaw or question.

Joint Election

- 4 The Legislative & Administrative Services Manager of The City is authorized to enter into agreements, on behalf of The City, to conduct elections on behalf of other local jurisdictions in Red Deer whose boundaries may or may not be contiguous with the City but do have areas in common.

Returning Officer

- 5 The Legislative & Administrative Services Manager of The City is appointed the Returning Officer for The City (hereinafter referred to as the "Returning Officer") for the purpose of conducting elections under the Act.

Nomination Hours

- 6 The Returning Officer will receive nominations of candidates for the local jurisdiction elections between the hours of 8:00 a.m. and 12:00 noon on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.

Receipt of Nominations

- 7 The Returning Officer may establish locations, in addition to the local jurisdiction office, where a deputy may receive nominations.

Voting Subdivisions

- 8 The Returning Officer may alter the boundaries of voting subdivisions and create additional voting subdivisions as long as the changes are made before notice of election is given.

Ballots

- 9 Following nomination day, the Returning Officer will ensure sufficient ballots and ballot cards are printed and/or prepared electronically.

Form of Ballot

- 10 The form of the ballot will be established by the Returning Officer.

Voting Hours

- 11 (1) Every voting station will be kept open continuously on election day and during the advance vote from 10 am until 8 pm.
- (2) The Returning Officer may alter voting hours to correspond with hours established in areas where The City partners in the conduct of the Red Deer Catholic Regional Division #39 election of trustees.

Advance Voting

- 12 An advance vote may be held on any vote held in an election for the local jurisdiction.
- 13 The advance vote will be held on the dates and times set by the Returning Officer.
- 14 An electronic ballot device will be used to conduct the advance vote.
- 15 A deputy will:
- (a) explain the voting procedures for the electronic ballot device;
 - (b) take the voter to the voting compartment
 - (c) activate the electronic ballot device by loading the correct ballot into the unit; and
 - (d) leave the voting compartment.

- 16 The voter may only vote by selecting a candidate's name (or candidates, where there is more than one vacancy) and where there is a vote on a bylaw or question, beside "yes" or "no".
- 17 Once a voter has pressed the "vote" button and cast the ballot, a replacement ballot shall not be issued.
- 18 In the event that a voter leaves the voting station without pressing the "vote" button to cast the ballot, the deputy will cancel the ballot and it will be recorded as a rejected ballot.
- 19 At the end of each day of an advance vote the presiding deputy will place the electronic ballot device into a protective lock mode and physically lock each electronic ballot device.
- 20 The electronic ballot device will be closed and sealed at the close of the advance vote and will remain like that until opened for the tabulation of results on election day.

Vote by Special Ballot

- 21 A vote by special ballot will be provided for those electors who are unable to vote at an advance vote or at the voting station on election day because of
 - a) physical incapacity,
 - b) absence from the local jurisdiction, or
 - c) being a returning officer, deputy returning officer, constable, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence.
- 22 (1) Applications for special ballots will be accepted at any time between July 1 in the year of an election and the closing of voting stations on election day.
 - (2) The Returning Officer will set dates for receipt of applications for special ballots in the event of a by-election or a vote held on a question, other than that held in conjunction with a general election.

- 23 At the close of voting on election day, the deputy supervising the special ballot box and one other deputy designated by the presiding deputy will immediately deliver the sealed ballot boxes to the counting centre for counting.

Incapacitated Elector at Voting Station

- 24 The electronic ballot device with an audio ballot feature is provided as a blind voter template to allow for the vote of a blind elector at the advance vote held within the local jurisdiction of the city of Red Deer.

Incapacitated Elector at Home

- 25 If a voter is unable to attend at a voting station because of physical incapacity or mobility limitations, that voter may request, at least 48 hours before the end of the advance vote period, to have a deputy attend at the voter's residence in order to take the vote of the voter.
- 26 If the Returning Officer is satisfied that the voter is unable to attend at a voting station due to physical incapacity or mobility limitations, the Returning Officer will:
- (a) advise the voter that the request has been accepted;
 - (b) appoint two deputies to attend at the voter's residence; and
 - (c) inform the voter of the date and approximate time that the deputies will attend the residence.
- 27 The ballot boxes used in the incapacitated elector at home vote will be closed and sealed upon the completion of the incapacitated elector at home vote and will remain like that until opened for the counting of ballots on election day.

Institutional Voting Stations

- 28 The Returning Officer is authorized to designate the location of one or more institutional voting stations for an election.
- 29 Date(s) and time(s) of the institutional vote will be posted at the institution at least two days before the vote is to be taken.

- 30 The deputies, accompanied by an official of the institution, may attend with a ballot box on those patients or residents confined in their rooms, and take the votes of any of those patients or residents who express a desire to vote.
- 31 The ballot boxes used in the institutional vote will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on election day.

Automated Voting System

- 32 The taking of votes of the electors and the tabulation of election results on any question or in any election conducted by The City may be done by means of an automated voting system, as directed by the Returning Officer.
- 33 In the event that an automated voting system is used in the election, the Returning Officer will:
- (a) satisfy himself, prior to the date of the election, that the automated voting system has been pre-tested and is accurate and in good working order; and
 - (b) take whatever reasonable safeguards may be necessary to secure the automated voting system and any part thereof, including the vote tabulators and the ballot boxes from unauthorized access, entry, use, tampering, or any unauthorized use of the ballot cards or tabulated results.
- 34 Notwithstanding anything in this bylaw, in the event of:
- (a) a malfunction of an automated voting system;
 - (b) the unavailability of an automated voting system or any of its components;
 - (c) a defect in the ballots or ballot marking pens; or
 - (d) anything related to the operation of an automated voting system or any of its components;

the Returning Officer may make any directions that he or she thinks necessary or desirable with respect:

- (e) to the voting procedures to be used;
- (f) to the taking of votes;
- (g) for the counting of the votes; and
- (h) where required, for a recount.

Voting Procedures

- 35 Each elector eligible to vote shall be given:
- (a) the ballot card(s) that the elector is eligible to receive and that has been initialled by a deputy;
 - (b) a secrecy sleeve; and
 - (c) if requested, an explanation of the voting procedures.
- 36 Upon receiving the ballot card(s) and secrecy sleeve, the elector will proceed to the voting compartment to vote.
- 37 While the elector is in the voting compartment, the elector will mark the ballots only with the marking instrument provided in the compartment, by completing the arrow pointing to his choice of candidate or, where there is more than one vacancy, the candidates of the elector's choice. Where the ballot includes a bylaw or question, the elector will mark his vote within the portion of the ballot containing the affirmative or negative, or containing the for or against, whichever way he decides to vote by completing the arrow pointing to his choice.
- 38 After the elector has finished marking the ballot card and has completed his voting, he shall immediately:
- (a) insert the ballot card into the secrecy sleeve without showing the markings on the ballot card to anyone and without folding the ballot card; and
 - (b) leave the voting compartment and deliver the secrecy sleeve, containing the ballot card, to the deputy supervising the ballot box and/or the vote tabulator.

- 39 The Deputy at the ballot box and or the vote tabulator must:
- (a) ensure that the ballot card was initialled by a Deputy; and
 - (b) insert the ballot card directly from the secrecy sleeve into the ballot box and/or vote tabulator, ensuring that the ballots are not exposed.

Spoiled Ballot Card

- 40 (1) If a voter has made a mistake when marking a ballot, the voter may return the ballot card to the designated deputy.
- (2) The designated deputy must issue a new ballot card to a voter and mark the ballot card 'SPOILED' if the designated deputy is satisfied the voter made a mistake.
- 41 (1) If a ballot card is rejected by the vote tabulator, the deputy at the ballot box must advise the voter to request another ballot card.
- (2) If the voter requests another ballot card, the designated deputy must issue a new ballot card to the voter and mark the returned ballot card 'SPOILED.'
- 42 If the voter refuses to request another ballot card, the deputy at the ballot box must mark the ballot card with the word 'REJECTED.'
- 43 (1) Spoiled ballot cards must be retained and kept separately from all other ballot cards.
- (2) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Vote Tabulator Failure

- 44 If the automated ballot counting system fails to work or stops working, the deputy at the ballot box must insert into the auxiliary ballot box all ballot cards delivered by voters while the vote tabulator is not working.
- 45 Notwithstanding sections 32 to 35, the Returning Officer may establish such other procedures as required to facilitate an electronic vote.

- 46 The voting procedure prescribed in this bylaw will, during an advance vote and an institutional vote, as far as is practicable, apply and may be modified as may be necessary upon the direction of the Returning Officer.
- 47 Each elector must follow the voting procedures as set out in this bylaw and as posted in the voting station, and upon the deposit of his or her ballot card into the ballot box, the elector shall leave the voting station.

Vote on a Bylaw or Question

- 48 Unless otherwise specified by statute or decided by council, a vote on any bylaw or question will be held in conjunction with a general municipal election.

Sealing of Ballot Boxes

- 49 (1) Prior to the removal of the ballot box(es) from any voting station, the ballot box(es) containing the used ballot cards shall be:
- (a) closed and sealed with the presiding deputy's seal so that it cannot be opened without breaking the seal; and
 - (b) marked on the outside with the voting station name and number.
- (2) Electronic equipment used to acquire electronic votes is deemed to be a sealed ballot box.
- (3) The electronic ballot device(s) used in the advance vote will be closed and sealed upon the completion of voting of the advance vote and will remain like that until opened for the counting of ballots on election day.
- (4) The ballot boxes used in the incapacitated elector at home vote will be closed and sealed upon the completion of the incapacitated elector at home vote and will remain like that until opened for the counting of ballots on election day.
- (5) The ballot boxes used in the institutional vote will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on election day.
- (6) The Returning Officer may direct that the sealed ballot boxes be delivered to the counting centre until they are opened for the counting of ballots, or

may make any other direction deemed necessary for the storage and disposition of said ballot boxes

Post Vote Procedures

- 50 (1) Relative to automated ballot counting systems, immediately after the close of the voting station, the presiding deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:
- (a) insert any ballot cards from the auxiliary ballot box into the vote tabulator;
 - (b) secure the vote tabulator so that no more ballot cards can be inserted;
 - (c) produce the required number of copies of the register tape as directed by the Returning Officer;
 - (d) together with another deputy, certify the register tapes as directed by the Returning Officer;
 - (e) package and seal all voted ballot cards and place them into the ballot transfer container(s);
 - (f) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in the ballot transfer container(s) along with the voting register and all statements;
 - (g) seal and initial the ballot transfer container(s) and ensure that it is ready to be delivered to the Returning Officer;
 - (h) ensure that the deputy supervising the ballot box and one other deputy designated by the presiding deputy report the results to the Returning Officer by immediately delivering the vote tabulators, complete with memory cards to the counting centre;
- (2) Relative to non-automated ballot counting systems, immediately after the close of the voting station, the presiding deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:

- (a) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in an empty ballot box(es) along with the voting register and all statements;
 - (b) seal and initial the ballot boxes and ensure that they are ready to be delivered to the Returning Officer; and
 - (c) ensure that the deputy supervising the ballot box and one other deputy designated by the presiding deputy immediately deliver the sealed ballot boxes to the counting centre for counting.
- (3) After the close of the voting station, the presiding deputy will personally, as soon as is practicable, deliver to the Returning Officer the ballot account and in a sealed box, the counted unused ballot cards, the spoiled ballot cards, together with the voting register and all statements.
- (4) The Returning Officer may also require that results be reported by telephone.
- (5) The presiding deputy shall not permit more than one candidate or his or her agent, or more than one agent of either side of a vote on any bylaw or question to be present at the same time after the voting station is closed.

Ballot Counting

51 The deputy supervising at the counting centre will:

- (a) receive all sealed ballot boxes containing used ballots and all vote tabulators containing votes and record for each the time of arrival and the voting station name and number in a check-in book and initial each entry;
- (b) immediately after 4:00 p.m. on election day, if provided for by the Returning Officer, in the presence of at least one and any additional officers that the Returning Officer considers necessary, ensure that the ballot boxes referred to in Sections 20, 27 and 31 are opened, and cause the ballots to be counted by inserting the ballot cards through the vote tabulator;
- (c) if the vote tabulator rejects the ballot, and a vote, though incorrectly marked on a ballot clearly indicates for whom or what the voter intended to vote:

- (i) a duplicated ballot may be prepared in the presence of two deputies to reflect the intent of the elector, and the word "DUPLICATE" shall be marked on the ballot, and the word "ORIGINAL" shall be marked on the incorrectly marked ballot; and
 - (ii) the duplicated ballot will be assigned a number which will also be recorded on the incorrectly marked ballot and the duplicated ballot will be inserted into a vote tabulator to be counted.
- (d) upon completion of the ballot count for each individual ballot box, place the counted ballot cards into the ballot box, and close and seal the ballot box;
 - (e) ensure that no result totals are generated prior to 8:00 p.m. on election day;
 - (f) after 8:00 p.m. on election day, activate the vote tabulator(s) to produce one (1) copy of the tally register tape for each voting subdivision, or such other number as may be directed by the Returning Officer, and as soon as is practicable, deliver to the Returning Officer the tally register tapes and the sealed ballot boxes containing the counted ballot cards.

Rejected Ballot Card

- 52 (1) A rejected ballot will not be counted. A ballot is rejected if:
- (a) the ballot card does not bear the initials of the deputy;
 - (b) more votes are cast on the ballot than an elector is entitled to cast;
 - (c) the ballot card is torn, defaced or otherwise dealt with by an elector so that he or she can be identified;
 - (d) no vote is cast by an elector or the ballot has not been marked sufficiently for the vote tabulator to discern a vote;
 - (e) a ballot has been marked outside of the space indicated on the ballot for the placing of a mark;
 - (f) a ballot that is rejected or returned by the vote tabulator or that cannot be read by the vote tabulator or deputy.

- (2) The deputy must mark any such ballot card with the word 'REJECTED.'
- (3) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Recount

- 53 If the Returning Officer makes a recount, pursuant to the Act, the ballots shall be recounted by the automated voting system.

Disposition of Election Material

- 54 (1) Upon the completion of the tabulation of the election results, the Legislative & Administrative Services Manager shall retain the voting registers, the ballot boxes with their seals unbroken, and the programs and the memory cards of the automated voting system for six (6) weeks from the date of voting.
- (2) After six weeks from the date of voting the Returning Officer will ensure that all voter registers and used ballots are destroyed and that any information retained on memory cards is cleared.

Transitional

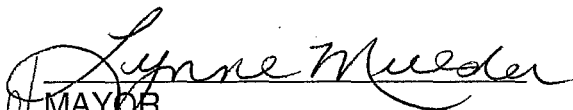
- 55 Bylaw 3322/2004 is repealed.

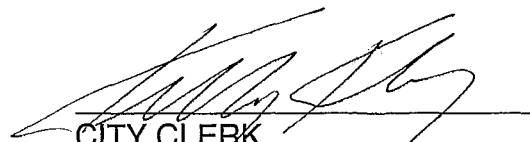
READ A FIRST TIME IN OPEN COUNCIL this 15 day of January 2007.

READ A SECOND TIME IN OPEN COUNCIL this 15 day of January 2007.





















READ A THIRD TIME IN OPEN COUNCIL this 15 day of January 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15 day of January 2007.


MAYOR


CITY CLERK

FORM OF BALLOT

| CITY OF RED DEER GENERAL ELECTION OCTOBER | | Deputy's Initial |
|--|--|------------------|
| To Vote, completely fill in the arrow(s)  | | |
| Pointing to your choice like this:  | | |
| Use Only The Special Pen Provided | | |
| For the Office of (Vote for a Maximum of One (1) Candidate) | For the Office of (Vote for a Maximum of Eight (8) Candidates) | |
| CANDIDATE'S Name  | CANDIDATE'S Name  | |
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Kelly Kloss Speaking Notes for January 15, 2007 Council Meeting

The 2007 Municipal Election is Monday October 15. Elections will be conducted for the offices of Mayor, Councillors, Public School Trustees, and Catholic School Trustees.

Within the Local Authorities Election Act and the Municipal Government Act, councils have various options concerning the conducting of an election.

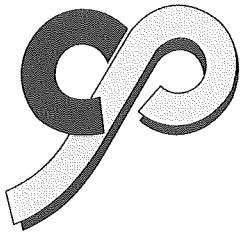
What my report does is sets out those options and a recommendation for each. Many of the processes are the same as in previous years. A few new processes worth note are:

- Use of Special Ballots for those who cannot vote at either the advance vote or on Election Day. Voters must apply to vote by special ballot.
- Expand the use of ballot counting machines into each voting station. This moves us away from the centralized electronic counting system we have used in the past.
- Legislative notification will be done through the delivery of an election publication to every residence within the city. This will not totally eliminate the use of newspaper advertising but will greatly reduce it.

Some other areas of highlight include:

- We conduct the election on behalf of the school boards. This has been an excellent partnership and provides a coordinated approach to servicing all voters within Red Deer. The school boards contribute toward the cost of the election.
- We develop a Potential Candidate Information Handbook. Within the report I indicate that it is now available. However, due to a number of circumstances the Handbook will not be available until the first part of February.

Bylaw 3382/2007 not 3368/2006



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
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www.pcps.ca

DATE: January 11, 2007

TO: Kelly Kloss, Legislative and Administrative Services Manager

FROM: Martin Kvapil, Planning Assistant

RE: Land Use Bylaw Amendment No. 3357/B-2007
Johnstone Crossing Neighbourhood – Phase 8
City of Red Deer

Proposal

The City of Red Deer is proposing to develop Phase 8 of the Johnstone Crossing neighbourhood. Rezoning is being sought for approximately 3.854 ha (9.52 ac.) of land from A1 Future Urban Development District to R1N Residential Narrow Lot District and P1 Parks and Recreation District in order to create 62 residential lots and 1 municipal reserve lot. The proposed uses would conform with the Johnstone Crossing Neighbourhood Area Structure Plan.

Staff Recommendation

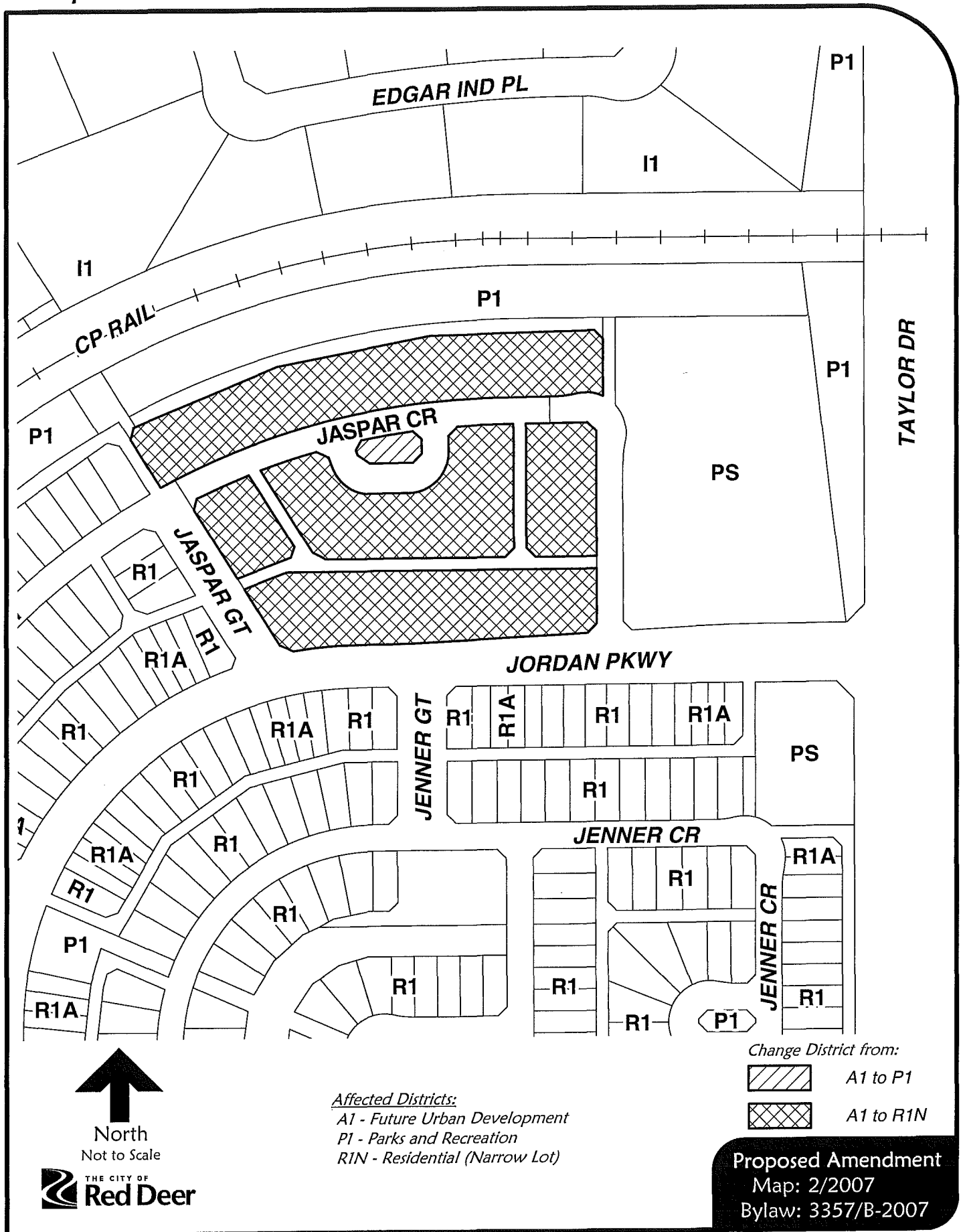
It is recommended that City Council proceed with first reading of Land Use Bylaw Amendment 3357/B-2007.

Martin Kvapil
PLANNING ASSISTANT

Tony Lindhout
CITY PLANNING MANAGER

Attach.

Proposed Amendment to Land Use Bylaw 3357/2006

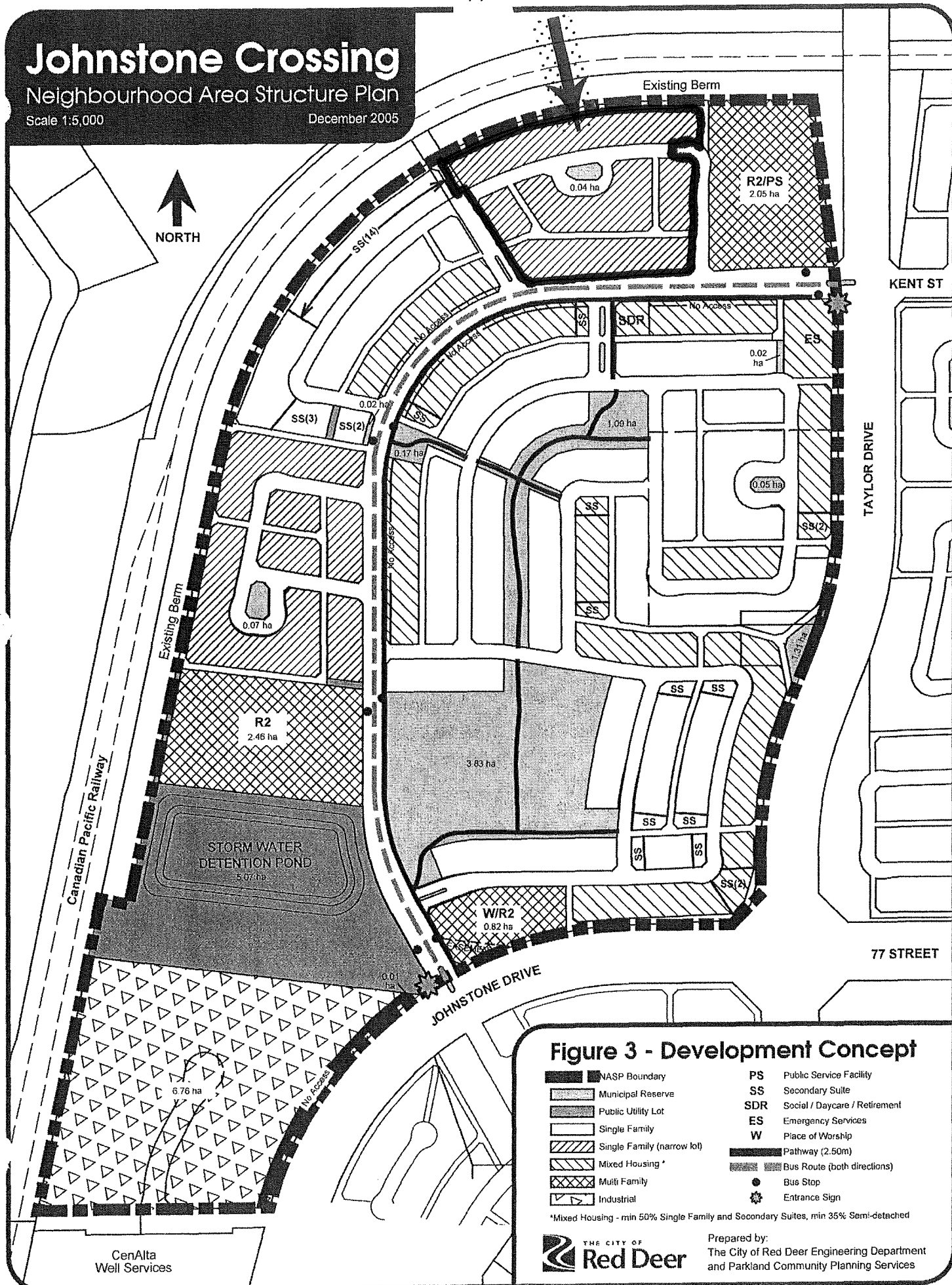


Johnstone Crossing

Neighbourhood Area Structure Plan

Scale 1:5,000

December 2005



Comments:

We agree that Council proceed with first reading of the Land Use Bylaw Amendment. A Public Hearing would be held on Monday, February 12, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager



Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Martin Kvapil, Parkland Community Planning Services
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/B-2007
Johnstone Crossing Neighbourhood – Phase 8
City of Red Deer

Reference Report:

Parkland Community Planning Services, dated December 22, 2006

Bylaw Readings:

Land Use Bylaw Amendment 3357/B-2007 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, February 12, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3357/B-2007 provides for the development of Phase 8 of the Johnstone Crossing neighbourhood. Approximately 3.854 ha (9.52 ac) of land will be rezoned from A1 Future Urban Development District to R1N Residential Narrow Lot District and P1 Parks and Recreation District. This will create 62 residential lots and 1 municipal reserve lot. This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.


Kelly Kloss
Manager

/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
V. Crawford, Clerk Steno

BYLAW NO. 3357/B-2007

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1. That "Use District Map J21" contained within "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 2 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 15th day of January 2007.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

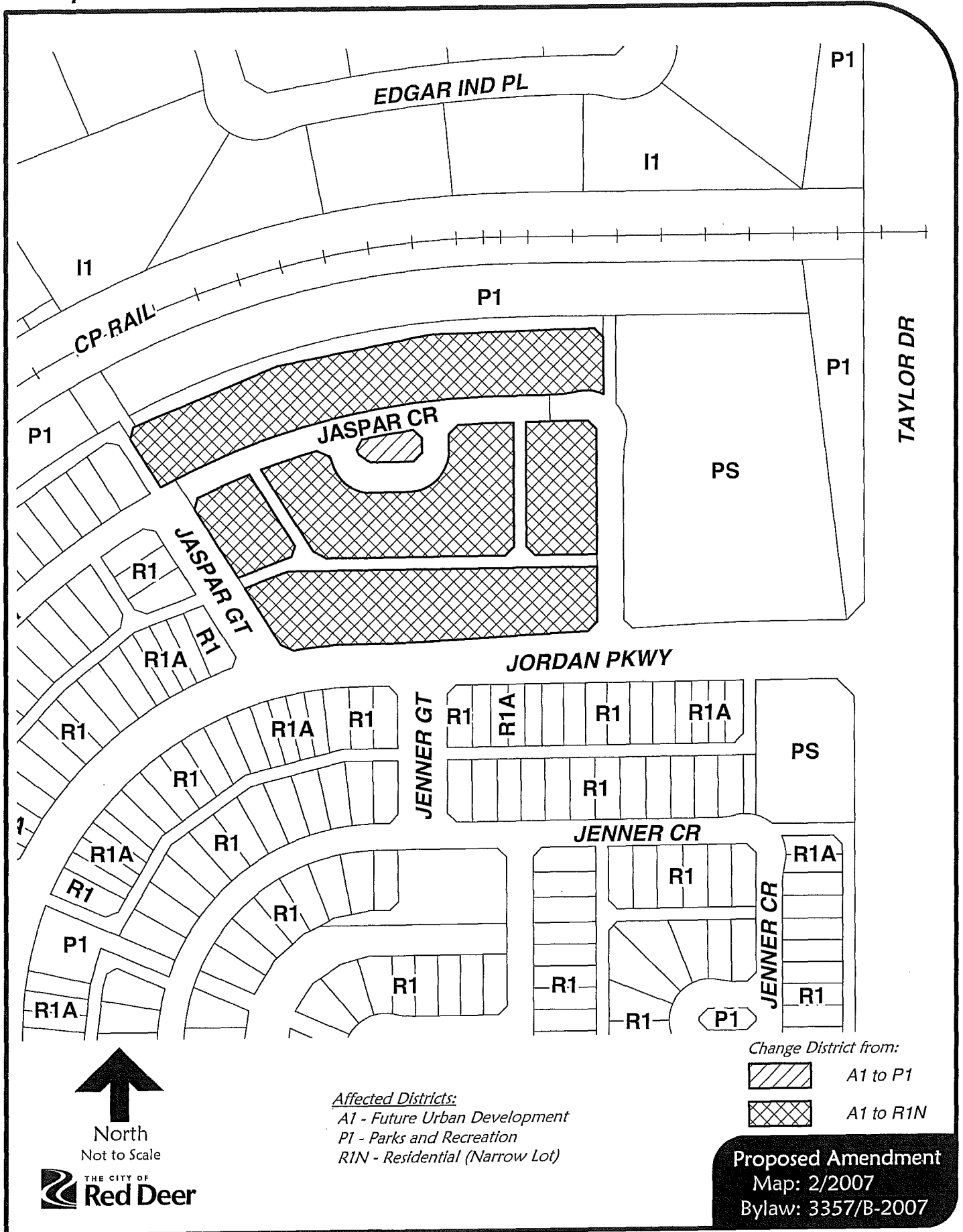
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

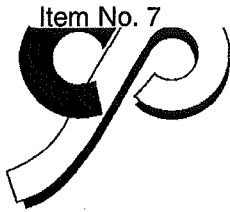
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006





73

**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
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Phone: (403) 343-3394
FAX: (403) 346-1570
E-mail: pcps@pcps.ab.ca

DATE: January 8, 2007

TO: Kelly Kloss, Legislative and Administrative Services

FROM: Tara Lodewyk, Planner

RE: Land Use Bylaw Amendment Proposal 3357/A-2007
4641 49th Street, Parkvale Neighbourhood
Allow a Law Office and Designation of Property as Historically Significant

Background

An application was made to Parkland Community Planning Services to amend the current Land Use Bylaw to allow a site specific exception for a law office at 4641 49th Street (lot 45-46, block B, plan K8) which is currently zoned R1A (semi-detached residential). The applicant is also seeking a simultaneous Land Use Bylaw amendment to designate the existing detached home located on this site as Historically Significant (HS).

The applicant has an offer to purchase on the property conditional upon Land Use Bylaw amendment approval. A letter from the current owner supporting the application is attached.

The property is located across the street from the low impact commercial district that was created in 2001 to provide for the establishment of certain small commercial operations in detached dwellings that would create a buffer between single family homes and downtown commercial uses. The low impact commercial district was restricted to the areas north of 49th Street to prevent encroachment into the residential area to the south.

This grand home is located on the prominent corner of 49th Street and 47th Avenue. As described by the Parkvale Community Association, the home is at the 'gateway' to their neighbourhood.

The three other corners contain a high rise apartment with commercial on the main floor, an apartment and the Jackpot Casino. On the east side is another home and the Youth and Volunteer Centre. Across the street, there is the historic Payne residence, a hair salon and accountant. Please refer to the map on the following page.



The map shows a subject site located between 47th Avenue and 49th Street. The site is currently vacant, with a small structure labeled 'Y V C' and a larger structure labeled 'Duplex'. The site is surrounded by various properties, including 'Jackpot Casino' to the west, 'High Rise Apt.' to the east, and several residential lots with addresses ranging from 4603 to 4725. The map also shows 'Low Impact Commercial' and 'R1A' zoning districts.

Three lawyers and one assistant will occupy the space with an overall proposed average client visits per day between 2 and 3 people. The law office will operate between 8:30 am and 5:00 pm Monday to Friday. Occasionally it may be necessary to make special arrangements for an evening or weekend meeting. Parking will be in the rear off the lane.

Meanwhile, Marshall Manning, together with his brother in law, Will Clendening, bought a piece of land on the new Grand Trunk Pacific rail line which was being built in west Central Alberta. They turned this into the townsite of Delburne in 1912-1913. In March 1913,

Marshall Manning bought the Delburne Trading Company. He both ran this store and the post office for many years. He later acquired a farm on the south edge of the town. Co-incidentally, the current mayor of Delburne, Robert Manning, is the grandson of Marshall Manning.

The house in Parkvale had a number of owners after the Mannings sold it, including L. Benedictson, Ida Norton, and Henry Cooper.

In one of the quirks of old Red Deer, many old-timers referred to the house as the Green House, not because a family named Green had lived there, but because the house had been originally painted green. The name continued to be used for many decades even though the house was repainted yellow.

The designation of this home as HS-Historical Significance is intended to promote community awareness and to provide protection from demolition. If the owner gives notice of demolition, the Heritage Preservation Committee has 45 days to complete an evaluation of the historical significance of the site and come to an agreement with the developer. If an agreement is not reached then the building could be demolished.

Analysis

The proposed Land Use Bylaw Amendment complies with the Municipal Development Plan and Greater Downtown Action Plan.

Municipal Development Plan (MDP)

"The development of a well planned and healthy community, based upon the protection and enhancement of the residential neighbourhood unit and the provision of high quality industrial and commercial areas." Guiding Principle

The MDP shows the Parkvale area as primarily residential. This includes the adjacent low impact commercial area, which is in compliance.

Greater Downtown Action Plan (GDAP)

Retain Parkvale ...as low density residential neighbourhood. Policy 9.1

Parkvale is a low density residential neighbourhood that presently includes a low impact commercial zone. The site specific amendment proposal is similar to the low impact commercial zoning however its use is restricted to only allowing a law office. The exterior of the building will continue to look residential and remain in character with the rest of the Parkvale neighbourhood. As proposed, if the law office ceases to operate at this location the building will revert back to strictly R1A zoning without any exceptions.

Introduce land use bylaw changes and design guidelines to further protect the historic and architectural character of the older downtown residential areas of Parkvale.... Policy 9.2

Encourage the preservation of heritage buildings through designation, financial assistance, coordinator and 'moral persuasion'. Policy 10.2

The home is proposed to be designated as HS-Historically Significant. As in the rehabilitation of the Parsons House by the law offices of Lee & Short, the conversion of this 'tired' and challenged historic home to a law office is an incentive to preserve the home and retain the

neighbourhood character. Adaptive re-use is the best method of conservation as a new use often justifies the costs of rehabilitating the building. A strictly residential use does not generate enough funds to justify the rehabilitation. For a law office, rehabilitating and maintaining the residential exterior is a way of increasing prestige and attracting clientele.

Comments

The applicant met with the Parkvale Community Association and adjacent property owners to explain the proposed use for the house. The Parkvale Community Association supports the application under the provisions that should the applicant cease to own the property or cease to operate his law office at this site the designation would revert back to a R1A use with no exceptions.

The Parkvale Community Association is adamant that the low impact commercial zone remain only on the north side of 49th Street but they support this application because the building is historically valuable as well it is located on a busy corner adjacent to C1 commercial. They believe the law office will not generate excessive pressure on the laneway shared with the residents of 48th and 49th Streets. As well, the association is pleased that the home "sitting at the gateway to their community" will be restored to its original grandeur and preserved.

A letter was received by a resident who backs on to the Youth and Volunteer Centre. She is in support of the amendment to allow a law office and trusts that the applicant will make every effort to not cause more parking congestion.

The Heritage Preservation Committee is in full support of the addition of this property to the list of Historically Significant properties. Due to the historic value of the home, the committee also encourages a future application for Municipal Designation.

Administration was in support of the proposed amendment with one concern expressed regarding conformity with the MDP and GDAP on the basis that this site would be designated for low impact commercial development. The proposed amendment is more restrictive than low impact commercial use.

Proposed Amendment

Parkland Community Planning Services recommends that under the Land Use Bylaw the property/home located at 4641 49th Street be added as a HS-Historical Significance Overlay District in section 7.6 (2) (c) as HS-93.

Parkland Community Planning Services supports the application to designate the home as historically significant and to make a site specific exception to allow a law office to operate. This home is different than any other home on the south side of the 4600 block of 49th Street and warrants an exception to allow only a law office for the following reasons:

- 1) The proposal is more restrictive than low impact commercial zoning.
- 2) The exception to allow a law office is an incentive to saving this landmark.
- 3) The home is located on a busy corner adjacent to C1 commercial and low impact commercial.
- 4) The building has significant historic value and considered the 'gateway' to the neighbourhood.

The Parkvale Community Association would like to see the Land Use Bylaw specify that only a law firm operated specifically by the applicant operate at this location. The Land Use Bylaw

regulates use and does not regulate ownership; therefore, the amendment proposes to pertain only to a law office use. The amendment proposes that if a law office ceases to operate at this location than the exception is no longer applicable. With the proposed amendment, the current R1A zoning on the property would remain. Planning staff believe this Bylaw amendment meets the spirit and intent of the *Greater Downtown Action Plan*.


This Land Use Bylaw amendment amends Land Use District Map M15 to reflect the addition of a land use exception (law office) and HS-Historically Significant Overlay District on 4641 49th Street.

Recommendation

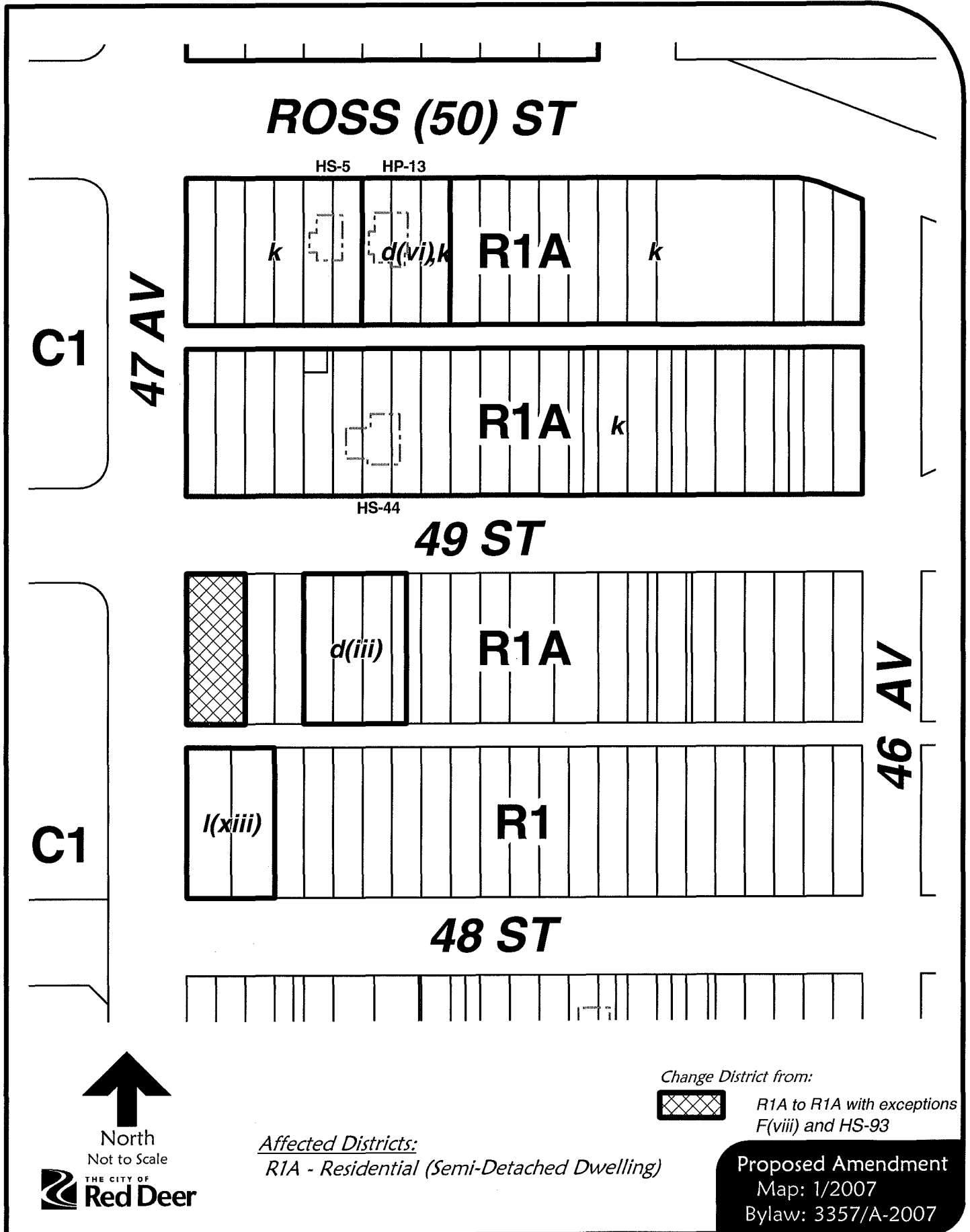
It is the recommendation from Parkland Community Planning Services that City Council proceed with first reading of Land Use Bylaw Amendment 3357/A-2007.

Sincerely;


Tara Lodewyk
Planner


Tony Lindhout
City Planning Manager

Proposed Amendment to Land Use Bylaw 3357/2006



4424 53rd Street Crescent
Red Deer, Alberta T4N 2G2
346-0926 (home)
342-7715 (Office until Dec 31/06)

To the owners of Neighbouring Properties

Re: Rezoning Application 4641 49th Street

I am writing to advise you of my application to alter the zoning on the above captioned property. It is my hope that I will be able to operate my law practice from that location, the details of which are set out below. I hope to meet with the Parkvale Community Association to discuss this proposal in more detail.

My proposed use of the property is a very low impact commercial use. My practice has always been in litigation and for the past 10 years about 60% of what I have been involved with is matrimonial and family law. I have only one assistant, and I anticipate that I may need a bookkeeper to visit for a couple of hours each month. Ideally, I would like to have two particular colleagues join me on the premises. Neither of them have any staff, nor do they anticipate any change in that situation in the future. We expect that the overall average number of visitors for all of us would likely be between 2 and 3 people per day. In reality, it may well be that we would see several people on one day and then no one for several days.

Regular office hours would be between the hours of 8 a.m. and 5 p.m. Monday to Friday. I plan to operate from 8:30 to 4:30 as a general rule. It is occasionally necessary to make special arrangements meet a client in an evening or on a weekend but that is exceptional, occurring no more than once or twice a year on average. I will have to provide off street parking, and I expect to do so accessing the rear of the property from the laneway. How much reconfiguration to accommodate parking will be largely a matter of meeting the requirements of the City; however I can indicate that I would prefer to avoid turning the entire back yard into a parking area. In my opinion, if the backyard is preserved I can also preserve the "residential character" of the property. The property would have to accommodate two lawyers and one staff person for parking. I have walked to work for the last 15 years and plan to continue to do so, as this location is even closer to my home.

As you may be aware, this particular property is a "Heritage House", built approximately 1910. It is on the Historic Walking tour. It is very exciting to me to have the opportunity to help preserve a property of this type. I was pleased to see that work began to rehabilitate the property in 2000 and I now know that was due to the efforts of the current owner. I would very much like to continue that process. My dream would be to restore it to as near to the original appearance as is practicable under the circumstances. I expect that this will be an ongoing project for a number of years, but it is a challenge I look forward to.

I would be happy to discuss any concerns you may have or answer any questions regarding this proposal. I can be reached at the above numbers most of the time, but if I am unavailable please leave a message referencing this subject and I will return the call as soon as possible. As an alternative you may wish to take any concerns or questions to the Parkvale Community Association with whom I hope to meet in the near future.

Yours Sincerely,

Bruce A. Buckley

5402 37th Street
Red Deer, Alberta

To Whom It May Concern:

We are the current owners of the property located at:

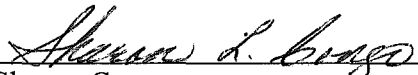
4641 49th St
Red Deer, Alberta

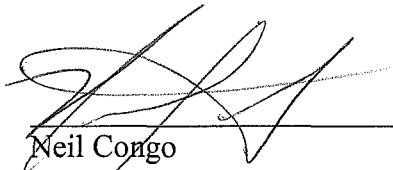
Legally described as:

Plan 6269AF
Block 9
Lots 21 and 22

We support the designation of the house as historically significant and the amendment of the bylaw to add it to the list of historically significant structures within the City of Red Deer. We also support the proposed amendment of the land use by-law to allow the operation of a law firm at this location.

Yours truly,


Sharon Congo


Neil Congo

December 4, 2006

Tara Lodewyk - Planner
Parkland Community Planning Services
Suite 404, 4808 Ross Street
Red Deer, AB T4N 1X5



Dear Ms. Lodewyk,

RE: 4641 49 St. Parkvale Neighbourhood

This letter is in response to the request for amendment to the Land Use Bylaw on the above mentioned property as well to consider Historical Significance on the property. The Land Use Committee of the Parkvale Community Association (PCA) met on November 30, 2006 to consider this proposal.

Low Impact Commercial (LIC) was first introduced into the Parkvale Neighbourhood in 2003. It was introduced to provide a buffer zone for our community as it sits so close to commercial zoning. LIC was restricted to the north side of 49th Street because of the threat of encroachment by commercial into the neighbourhood. Since that time we have seen a number of LIC businesses move into this particular zoned area of Parkvale. In all cases we have seen an improvement to the property and a renewed sense of community.

With respect to the application currently before us, the committee discussed the past use of this residence noting that for several years this property has been a rental property operating most recently as a boarding home. It has faced certain challenges over the years. The committee feels that Mr. Buckley proposal to convert the home into a law office and placing Historical Significance to the property meets the intent of LIC. The PCA is therefore pleased at the thought that this home that sits at the gateway of our community will be returned to its original grandure. In addition, the committee believes that Mr. Buckley's proposal would not generate excessive pressure on the laneway shared with residents of 49th & 48th Streets.

While the PCA is giving its support for this application, it does so under the understanding that *should Mr. Buckley cease to own the property or cease to operate his law firm at this site, the designation would revert back to R1A* and any further LIC use would once again have to go through due process.

Parkvale Community Association wishes to thank Mr. Buckley for involving the Association in this proposal. We also thank the City of Red Deer for continuing to engage the PCA in the redevelopment of our community. We believe that together we are act as good stewarts of the neighbourhodd and are preserving a jewel in downtown Red Deer. We hope that the PCA will have the opportunity to speak to this application when it proceeds to MPC and City Council.

Respectfully,

A handwritten signature in cursive script that reads "Dawna Barnes".

Dawna Barnes, Chair
PCA, Land Use Committee Chair
Cc Mr. Bruce Buckley
PCA file

Parkvale Community Association
P.O. Box 27112, Plaza Post Office
Red Deer, AB T4N 6X8



4634- 48 STREET
RED DEER
T4N-1S5

TO WHOM IT MAY CONCERN.

With regards to the letter dated Nov. 2 concerning the rezoning of 4644- 49 ST and returning this property into a Heritage House and using it as a Law Office, I have no objection. My home backs on to the Youth Shelter the only problem we have is some days the parking is very heavy and we are unable to get to our car port. I trust you will make every effort that the parking behind 4644- 49 ST does not cause more congestion. Parkdale is a wonderful community I welcome you and hope you will take part in many of their functions

Barrie Scott

A stylized handwritten signature of Barrie Scott, featuring a large loop and a long, sweeping underline.

Comments:

We agree that Council proceed with first reading of the Land Use Bylaw Amendment. A Public Hearing would be held on Monday, February 12, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager

Legislative & Administrative Services

DATE: January 16, 2007

TO: Tara Lodewyk, Parkland Community Planning Services

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Land Use Bylaw Amendment 3357/A-2007
4641 – 49th Street, Parkvale Neighbourhood
Allow a Law Office and Designation of Property as Historically Significant

Reference Report:

Parkland Community Planning Services, dated January 8, 2007

Bylaw Readings:

Land Use Bylaw Amendment 3357 / A-2007 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, February 12, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3357 / A-2007 provides for the addition of the property/home located at 4641 – 49th Street as a historical resource (HS-Historical Significance Overlay District in the Land Use Bylaw) as well as a site specific exception to allow a law office to operate. This office will now proceed with the advertising for a Public Hearing. The applicant, Mr. Bruce Buckley, will be responsible for the advertising costs in this instance.



Kelly Kloss
Manager

/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
V. Crawford, Clerk Steno

BYLAW NO. 3357/A-2007

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

- 1 Addition to section 7.6 (2) (c) as follows:

| Property Number | Historical Site Designation Building | Street Address | Legal Description |
|-----------------|--------------------------------------|------------------------------------|-------------------------------------|
| HS-93 | Manning Residence | 4641 49th Street | Lots 45-46, Block B, Plan K8 |

- 2 Addition to section 8.22 (1) (f) as follows:

(viii) Law office subject to the low impact commercial use provisions of section 5.7 (6) on:

(1) Lots 45-46, Block B, Plan K8 (4641 - 49th Street)

- 3 The "Land Use District Map M15" contained in "Schedule A" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 1/2007 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 15th day of January 2007.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

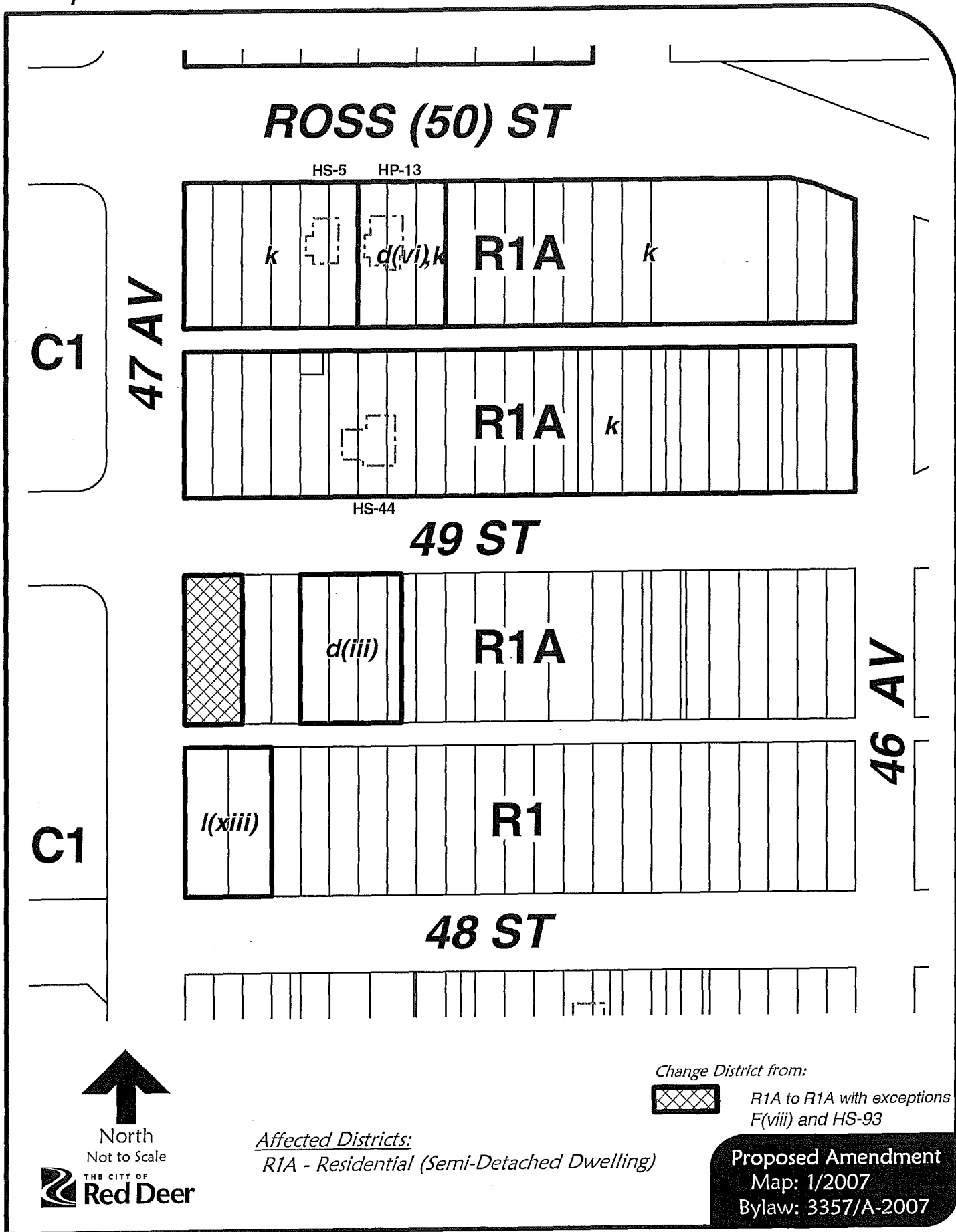
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006





LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Mr. Bruce Buckley
Buckley Law Office
#104, 4808 – 50 Street
Red Deer, AB T4N 1X5

Dear Mr. Buckley:

Re: Land Use Bylaw Amendment 3357/A-2007
4641 – 49th Street, Parkvale Neighbourhood
Allow a Law Office and Designation of Property as Historically Significant

Red Deer City Council gave first reading to *Land Use Bylaw Amendment 3357/A-2007* at the City of Red Deer's Council meeting held Monday, January 15, 2007. For your information a copy of the bylaw is attached.

Land Use Bylaw Amendment 3357/A-2007 provides for the addition of the property/home located at 4641 – 49th Street as a historical resource (HS-Historical Significance Overland District in the Land Use Bylaw) as well as a site specific exception to allow a law office to operate.

Council must hold a Public Hearing before giving second and third reading to the bylaw. This office will now advertise for a Public Hearing to be held on Monday, February 12, 2007 at 6:00 p.m. in Council Chambers of City Hall during Council's regular meeting.

You are responsible for the advertising costs and will be invoiced for this cost which we estimate to be approximately \$700.00. If you are not in agreement with paying this cost, please notify me by 10:00 A.M. on Wednesday, January 24, 2007.

Please call me if you have any questions or require additional information.

Sincerely,

Kelly Kloss
Manager

/attach.

c Parkland Community Planning Services

BYLAW NO. 3357/A-2007

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

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(1) Lots 45-46, Block B, Plan K8 (4641 - 49th Street)

- 3 The "Land Use District Map M15" contained in "Schedule A" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 1/2007 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 15th day of January 2007.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

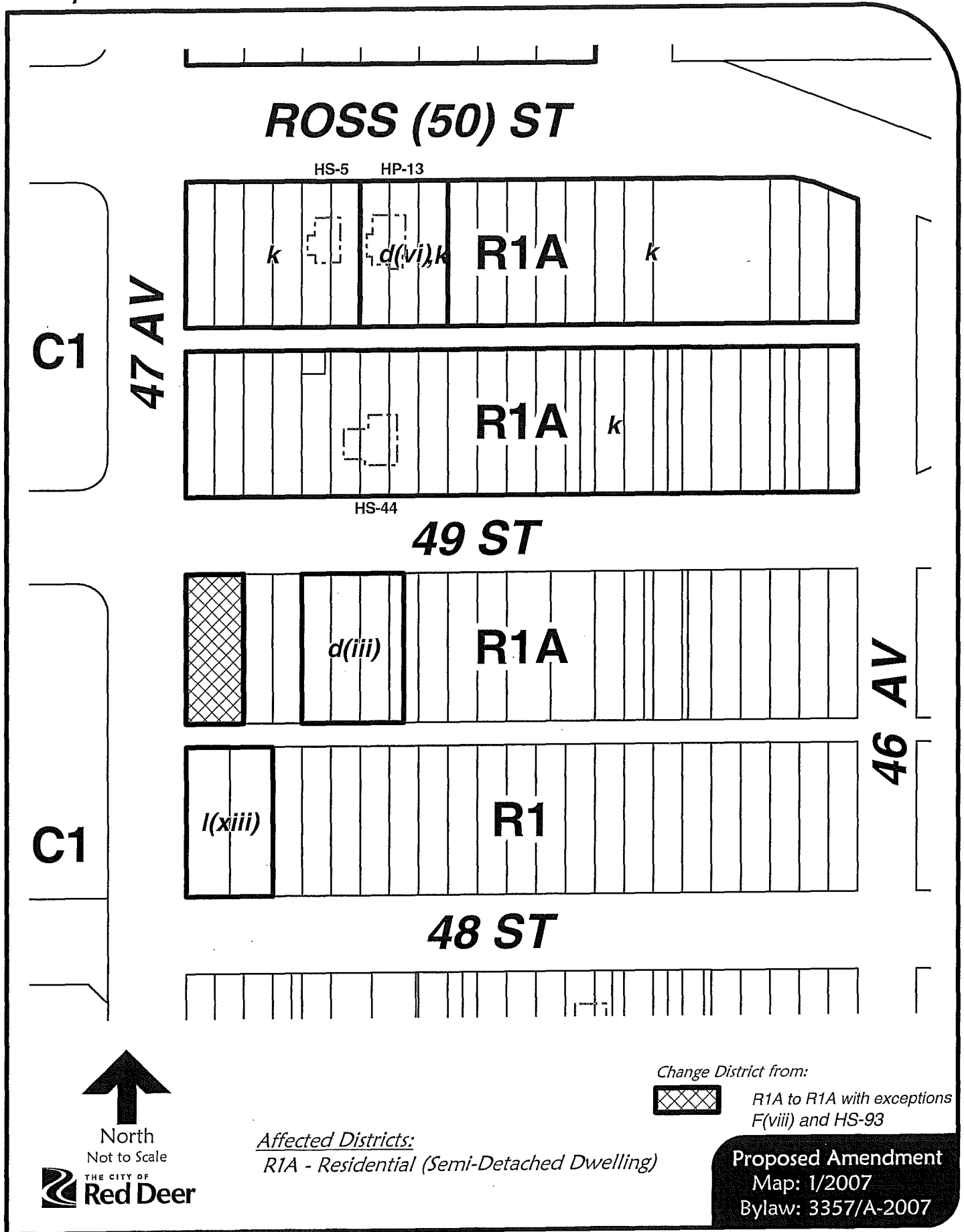
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006





LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Ms. Dawna Barnes, Chair
Parkvale Community Association
P.O. Box 27112, Plaza Post Office
Red Deer, AB T4N 6X8

Dear Dawna:

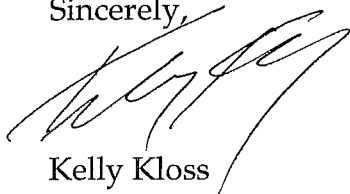
Re: Land Use Bylaw Amendment 3357/A-2007
4641 – 49 Street, Parkvale Neighbourhood
Allow a Law Office and Designation of Property as Historically Significant

Thank you for attending the January 15, 2007 Council Meeting. As you are aware, Council gave first reading to Land Use Bylaw Amendment 3357/A-2007 which provides for the addition of the property/home located at 4641 – 49th Street as a historical resource under the City of Red Deer's Land Use bylaw as well as a site specific exception to allow a law office to operate on the site.

A Public Hearing will be held for Land Use Bylaw Amendment 3357/A-2007 on Monday, February 12, 2007 at 6:00 p.m. in Council Chambers, during Council's regular meeting. You are welcome to attend at that time.

Please call if you have any questions.

Sincerely,



Kelly Kloss
Manager

c Parkland Community Planning Services



PERSONNEL

Date: January 8, 2007
To: Legislative & Administrative Services Manager
From: Personnel Manager
Re: Recommendation to City Council Re: Appointment of the new City Manager

Background

With the announcement of the retirement of former City Manager, Norbert Van Wyk last fall, an executive search was undertaken to find his successor.

A search committee consisting of the Mayor and two members of City Council, the Director of Corporate Services, a Union Representative and the Personnel Manager received applications from across Canada, and following an extensive review process, three very strong candidates were short listed for presentation to all members of Council.

All Council members participated in the final review and subject to ratification at a formal Council Meeting, agreed to appoint Mr. Craig Curtis as our new City Manager, with effect in March 2007.

Craig Curtis is no stranger to Red Deer, having served as the Director of Community Services from 1987 to 1995. Prior to 1987 he was Urban Planning Manager with the Red Deer Regional planning Commission. He now comes to us from the City of Owen Sound where he has been City Manager since 1995.

Recommendation

That Council ratify the contract and appointment of Mr. Craig Curtis as City Manager.

Comments:

We agree with the recommendation of the Personnel Manager.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager



Legislative & Administrative Services

Council Decision – January 15, 2007

DATE: January 16, 2007
TO: Marge Wray, Personnel Manager
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Recommendation to City Council Re: Appointment of the new City Manager

Reference Report:

Personnel Manager, dated January 8, 2007

Resolutions:

"Resolved that Council of the City of Red Deer having considered the report from the Personnel Manager, dated January 8, 2007, re: Appointment of the new City Manager, hereby:

1. Appoints Mr. Craig Curtis as the City Manager effective March 19, 2007; and
2. Approves the Memorandum of Agreement between the City of Red Deer and Mr. Craig W.A. Curtis dated December 27, 2006."

Report Back to Council: No

Comments/Further Action:


Kelly Kloss
Manager

/chk

c Acting City Manager



LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Personal & Confidential

Mr. Craig Curtis
City of Owen Sound
808 – 2nd Avenue East
Owen Sound, ON N4K 2H4

Dear Mr. ~~Curtis~~: *Craig*

At the January 15, 2007 City of Red Deer Council Meeting, Council passed the following resolution regarding your appointment as City Manager for The City of Red Deer.

"Resolved that Council of the City of Red Deer having considered the report from the Personnel Manager, dated January 8, 2007, re: Appointment of the new City Manager, hereby:

1. Appoints Mr. Craig Curtis as the City Manager effective March 19, 2007; and
2. Approves the Memorandum of Agreement between the City of Red Deer and Mr. Craig W.A. Curtis dated December 27, 2006."

On behalf of the Mayor and Councillors, I would like to welcome you back to The City of Red Deer and look forward to working with you.

Sincerely,



Kelly Kloss
Manager

c Mayor Flewwelling
Personnel Manager



Celebrating Over 100 Years in Red Deer!

E, 4725 - 43 STREET, RED DEER, ALBERTA T4N 6Z3

TELEPHONE (403) 346-3777 • FAX (403) 346-2599

EMAIL: rdcurl@telus.net

WEBSITE: www.reddeercurling.ca

November 27, 2006

City of Red Deer Council,
Red Deer, AB.,

Attn: Mr. Nobert VanWyk

Dear Mr. VanWyk,

The Red Deer Curling Centre requests the following:

- 1. Municipal support of the sale of the current curling facility to other groups.***
- 2. Municipal support in locating recreational property within the City of Red Deer for the use of building a new curling facility.***
- 3. Municipal financial support of one million dollars from the 2007 budget year.***

The Red Deer Curling Centre recognizes that each of these requests require different levels of approval and involvement of various committees within the City's jurisdictions. The Red Deer Curling Centre also recognizes that because it was previously labeled as a private club and has made the full change to a non-profit association, that the Parks and Recreation Board requires direction from the City Council to include Curling as a viable and recognizable non-profit organization of the City of Red Deer. This recognition then would allow the Curling Centre to participate and access all municipal support available to non-profit organizations as set out by policy or precedent.

For the past three years the Red Deer Curling Centre Board of Directors has been working diligently with the Senior Administrators of the Parks and Recreation Department to complete many due processes. As well, the Board of Directors has worked hard internally to have a solid organization plan to build the new facility. Many elements are ready for the construction period to begin but there are many that require Council assistance to continue this forward motion. Attached you'll find a basic outline of the Red Deer Curling Centre Board of Directors proposal. Our proposal includes the City's financial involvement at 25% of projected capital cost and no involvement or cost for operations (which already has been happening for 100 years). Further details will be available upon request or at presentation to Council.

Let's work together to keep a deep rooted sport tradition of our community alive.



Celebrating Over 100 Years in Red Deer!

E, 4725 - 43 STREET, RED DEER, ALBERTA T4N 6Z3

TELEPHONE (403) 346-3777 • FAX (403) 346-2599

EMAIL: rdcurl@telus.net

WEBSITE: www.reddeercurling.ca

Yours truly,

Reg Radford
Chairperson,
Building Committee,
Red Deer Curling Centre.

We have you covered...



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Top Quality Fire Retardant
Coveralls and Workwear.



Ultra Soft

NOMEX IIIA



E-mail: reg@ifrworkwear.ca

www.ifrworkwear.ca

Reg Radford

General Manager

#14, 7896 - 49 Ave.
Red Deer, AB T4P 2K2

Phone: (403) 347-3480
Toll Free: 1-888-550-6006
Cell: (403) 391-1550
Fax: (403) 347-0070



Celebrating Over 100 Years in Red Deer!

E, 4725 - 43 STREET, RED DEER, ALBERTA T4N 6Z3

TELEPHONE (403) 346-3777 • FAX (403) 346-2599

EMAIL: rdcurl@telus.net

WEBSITE: www.reddeercurling.ca

Red Deer Curling Centre Facility Plan

Description:

Land requirements: 3 -4 acres

Facility

- 10 sheet ice surface
- Designed to accommodate up to 6 more sheets for a total of 16
- Free span roof system
- 32,000 sq. ft. total area
- Lower level locker rooms, meeting rooms, pro shop, entrances to ice sheets
- Upper level will include Lounge/viewing area, concession, bar,

Financial Plan

Revenue:

| | |
|---------------------------------------|-------------------|
| Red Deer Curling Centre Contributions | 700,000.00 |
| Sale of Existing Facility | 1,000,000.00 |
| Corporate Contributions | 1,000,000.00 |
| CFEP Grant | 375,000.00 |
| City of Red Deer Contribution | 1,000,000.00 |
| Red Deer County | <u>300,000.00</u> |
| Total | 4,375,000.00 |

Expenses

| | |
|------------------------|--------------|
| Facility with services | 4,375,000.00 |
|------------------------|--------------|



Date: December 20, 2006

To: Kelly Kloss, Manager
Legislative & Administrative Services

From: Greg Scott, Manager
Recreation, Parks & Culture

Kay Kenny, Recreation Superintendent
Recreation, Parks and Culture

Subject: Red Deer Curling Centre Requests

The Red Deer Curling Centre is asking that Council consider the following:

1. Municipal support for sale of the current curling facility to other groups
2. Municipal support in locating recreational property within the City of Red Deer for use of building a new curling facility
3. Municipal support financially of one million dollars from the 2007 budget year.

Background

The Red Deer Curling Centre provides curling opportunities to both City and Regional participants. The Curling Centre has been in operation for some time through a long term lease agreement with The City for use of land to accommodate the building. Recently the Red Deer Curling Centre has made a full change to a not-for-profit association status reducing the perception that it is a private club with shareholders.

Over the last three years the Curling Centre and its members have been working on a strategy to either upgrade their current facility or construct a new one. They feel this change is required to better meet the curling needs of both current and future users. Over this time, officials from the Curling Centre have worked with City Administration in the review of facility location options and funding strategies to meet their goal.

Discussion

City of Red Deer's involvement in Sport of Curling

- Presently the Community Services Division utilizes the Community Services Facilities and Open Space Action Plan as the document that provides direction for the Division in the provision and maintenance of facilities and open spaces. Supported through Council, the

Red Deer Curling Centre Requests

Page 2

intent of this Action Plan is to outline current commitments and future directions for land and facility planning that the Division is responsible for. Within this document, under the Leisure Facilities Section, it states the city may play a facilitative role in the development and operations of curling rinks but at this time has no plans for the development of a new facility.

- The Recreation, Parks and Culture Department is bringing forward as part of the 2007 Operational Budget process a request for funding to complete a Major Recreation Facility Needs Assessment. It is the intent of Administration, through the study to identify:
 - The future major recreation facility needs of the community and their locations
 - Community program needs for inclusion and future facility development
 - Cost effective means of facility development
 - And develop criteria that outlines when The City should invest tax dollars in public facility development.

The sport of curling is one of many sports that will be included and discussed as part of this review. Administration feels strongly that any future involvement or investment in curling or other recreation amenities should be deferred until this comprehensive study has been completed.

Municipal Support for the Sale of Current Facility

Administration would have to carefully review and approve any request from the Curling Centre to sell the current facility. Financial viability/capacity, appropriate land use and future community use of the site are areas that would require careful assessment in responding to this type of request.

Potential Location for New Curling Facility

Administration has looked at current land use plans and established PI areas throughout the city and has not been able to identify a location that would be suitable for a curling facility. As mentioned above the Major Recreation Facility Needs Assessment will be looking at the future recreation needs of our community and through this process identifying possible site locations for facility development.

Red Deer Curling Centre Requests
Page 3

Request for City Financial Support to the Project - \$1 Million

As we go forward with major recreation facility development in our community, Administration feels it is very important that a review process be developed that includes evaluation criteria to help determine and identify stakeholder and City participation. Presently this criteria does not exist and with the current Capital Budget challenges, Administration cannot support a grant to the Curling Centre at this time. Again, this type of evaluation process will be developed as part of the Major Recreation Facility Needs Assessment process.

Summary

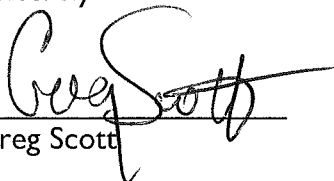
Administration appreciates the interest and motivation of the Red Deer Curling Centre members regarding the construction of a new facility. The programs and services provided by the Curling Centre are greatly valued by all that curl.

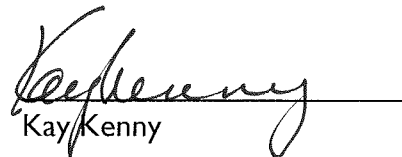
It is important that Administration review this request and approach the project from an overall community perspective. The Recreation, Parks and Culture Department receives many requests for either the provision of additional services or the establishment of new facilities. If supported by Council the Major Recreation Facility Needs Study process will develop a community plan that will be collaborative in nature, identify the major recreation facility needs of our community for the next 20 years, plus establish standards that reflect involvement of both the City and other stakeholders. Based on this study not having been completed Administration cannot currently support the Red Deer Curling Centre's request.

Recommendation

The Red Deer City Council defer any decision relating to the Red Deer Curling Centre request until after a major recreation facility assessment has been completed.

Sincerely


Greg Scott


Kay Kenny

cc. Colleen Jensen, Community Services Manager
Jeff Graves, Project Superintendent
Reg Radford, Red Deer Curling Centre

Comments:

We agree with the recommendation of Administration.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager

Legislative & Administrative Services

DATE: January 16, 2007

TO: Greg Scott, Recreation, Parks & Culture Manager

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Request from Red Deer Curling Centre – Municipal Support for

- (a) the sale of the current curling facility to other groups
- (b) locating recreational property within the City of Red Deer for the use of building a new curling facility.
- (c) one million dollars from the 2007 budget year.

Reference Report:

Recreation, Parks and Culture Manager, dated December 20, 2006

Resolution:

"Resolved that Council of the City of Red Deer, having considered the correspondence from the Red Deer Curling Club dated November 27, 2006 and the report from the Recreation, Parks & Culture Manager and the Recreation, Parks & Culture Superintendent, dated December 20, 2006, re: Municipal Support for sale of the current curling facility to other groups / Municipal support in locating recreational property within the City of Red Deer for use of building a new curling facility / Municipal support financially of one million dollars from the 2007 budget year, hereby agrees that any decision relating to the Red Deer Curling Centre request be deferred until a major recreation facility assessment has been completed."

Report Back to Council: Yes, as part of a major recreation facility assessment.

Comments/Further Action:

Kelly Kloss
Manager

/chk

FILE COPY



LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Mr. R. Radford, Chairperson
Building committee
Red Deer Curling Centre
E, 4725 – 43 Street
Red Deer, AB T4N 6Z3

Dear Mr. Radford:

Re: Letter Dated November 27, 2006 – Red Deer Curling Centre Requests

- (a) Municipal support of the sale of the current curling facility to other groups.**
- (b) Municipal support in locating recreational property within the City of Red Deer for the use of building a new curling facility**
- (c) Municipal financial support of one million dollars from the 2007 budget year**

Thank you for attending and making a presentation to Council at the January 15, 2007 Council meeting. Council has requested that the Red Deer Curling Centre's requests be deferred until a major recreation facility assessment has been completed.

Council, as part of their 2007 Budget deliberations, will soon be discussing the funding of the assessment. If Council approves the funding, Mr. Greg Scott will be setting out a plan of action to complete the assessment. Please feel free to contact Mr. Scott on the status and progress of this initiative.

Please call if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss
Manager

c Community Services Director
Recreation, Parks & Culture Manager



Celebrating Over 100 Years in Red Deer!

E, 4725 - 43 STREET, RED DEER, ALBERTA T4N 6Z3

TELEPHONE (403) 346-3777 • FAX (403) 346-2599

EMAIL: rdcurl@telus.net

WEBSITE: www.reddeercurling.ca

Quick Fact Sheet- RED DEER CURLING CENTER. Jan 15/07

- 2006, Red Deer Curling Club became a non-profit Society
- RDCC owns clear and free the current buildings and all equipment
- RDCC has provincial grant funding in place as well as a sizeable Building Fund and a strong commitment from many sponsors
- The current building is not a suitable facility for any elite curling events. The ice temperature as well as humidity and facility temperature cannot be controlled well enough to maintain the consistency required. The cost to upgrade would be almost as much as a new facility.
- The Minor Hockey program in the city is in dire need of more prime time ice for their programs and the RDCC present location would be excellent for their purposes.
- Other non-profit groups are in need of operating space and the front end of this facility would suit their purposes.
- City will not be involved in staffing operations.
- Currently 1400 curlers use the present facility including 190 junior curlers
- Currently 20 bonspiels hosted, potential in new facility to host more, in particular some of the high profile cash events.
- Economic benefit to business has great potential.
- New facility would be 10 sheets, built to easily accommodate an expansion to 16 sheets.
- Energy efficient construction to be a major focus
- Most other cities and sizable towns in Alberta have built the curling facility for the local clubs and then lease them back to the club.
- With the City's contribution RDCC would break ground this summer

Back up

FILE COPY



LEGISLATIVE & ADMINISTRATIVE SERVICES

December 20, 2006

Mr. R. Radford, Chairperson
Building Committee
Red Deer Curling Centre
E, 4725 - 43 Street
Red Deer, AB T4N 6Z3

Dear Mr. Radford:

Re: Letter dated November 27, 2006

Your letter, dated November 27, 2006, to Red Deer City Council requested the following:

- 1) Municipal support of the sale of the current curling facility to other groups
- 2) Municipal support in locating recreational property within the City of Red Deer for the use of building a new curling facility
- 3) Municipal financial support of one million dollars from the 2007 budget year.

City of Red Deer Administration will be presenting a report to Red Deer City Council in response to your request at the Monday, January 15, 2007 Council Meeting. You are invited to attend this meeting which will be held in Council Chambers on the second floor of City Hall at 3:00 p.m. Please contact Christine Kenzie at 342-8201 to confirm your attendance by Tuesday, January 9, 2007.

A copy of City Administrations' report to Council that will be included on the January 15, 2007 Council Agenda, will be available for you on Friday, January 12, 2007. You can contact the Legislative & Administrative Services office at 342-8132 to arrange for a copy.

Please call if you have any questions.

Sincerely,



Kelly Kloss
Manager

c Recreation, Parks & Culture Manager

Christine Kenzie

From: Kelly Kloss
Sent: December 19, 2006 5:12 PM
To: Greg Scott
Cc: Colleen Jensen; Kay Kenny; Christine Kenzie
Subject: RE: Curling Club Request

It is the most logical in that if Council decided to do something they can consider it in context with the budget deliberations. Should we I contact Reg to confirm January 15?

Kelly Kloss
Manager
Legislative & Administrative Services
The City of Red Deer
(403) 342-8134 Office
(403) 346-6195 FAX
kelly.kloss@reddeer.ca

From: Greg Scott
Sent: December 19, 2006 3:53 PM
To: Kelly Kloss
Cc: Colleen Jensen; Kay Kenny
Subject: Curling Club Request

Norbert, Colleen, Kay and myself just met regarding the request from Reg Radford, RD Curling Club. Norbert agreed to move forward to Council in January with this item. Is the logical meeting January 15th? Administration will be developing a report for Councils consideration in response to this request. For your information administration will not be supporting the request. Our report will fully explain our position.

Thanks,

Greg Scott, Manager
Recreation, Parks & Culture
City of Red Deer
Box 5008, 4814-48 Ave.
Red Deer, AB T4N3T4
403.342.8165
greg.scott@reddeer.ca
www.reddeer.ca

FILE



Legislative & Administrative Services

DATE: December 14, 2006

TO: Mayor
Councillors
City Manager

FROM: Legislative & Administrative Services Manager

SUBJECT: Request from the Red Deer Curling Club

Attached is a letter received from the Red Deer Curling Club requesting support from The City of Red Deer.

I have forwarded this request to the Recreation, Parks and Culture Manager to ask him to meet with the Curling Club.

I anticipate that this item will be presented to Council at some time in the future. However, as this may be in the New Year, I have provided a copy of the letter from the Curling Club so that you are aware that the request has been submitted.

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss
Manager

/attach.

c Colleen Jensen, Community Services Director
Greg Scott, Recreation, Parks & Culture Manager

Christine Kenzie

From: Greg Scott
Sent: December 20, 2006 7:57 AM
To: Kelly Kloss
Cc: Colleen Jensen; Kay Kenny; Christine Kenzie
Subject: RE: Curling Club Request

I think that would be a good idea. Could you do that?

Greg S.

From: Kelly Kloss
Sent: December 19, 2006 5:12 PM
To: Greg Scott
Cc: Colleen Jensen; Kay Kenny; Christine Kenzie
Subject: RE: Curling Club Request

It is the most logical in that if Council decided to do something they can consider it in context with the budget deliberations. Should we I contact Reg to confirm January 15?

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Manager
Legislative & Administrative Services
The City of Red Deer
(403) 342-8134 Office
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Thanks,

Greg Scott, Manager
Recreation, Parks & Culture
City of Red Deer
Box 5008, 4814-48 Ave.
Red Deer, AB T4N3T4
403.342.8165
greg.scott@reddeer.ca
www.reddeer.ca



November 14, 2006

Norbert Van Wyk
City Manager - City of Red Deer
P.O. Box 5008
4914 - 48 Avenue
Red Deer, AB T4N3T4

Don Falk

Superintendent of Schools
Direct Line: 403-342-3710
Email: dfalk@rdpsd.ab.ca

Dear Mr. Van Wyk

Re: Consideration of Closure of Pines Community School

Please be advised that, at its regular meeting of October 25, 2006, the Board of Trustees of the Red Deer Public School District No. 104, approved the following resolution:

Mrs Macaulay moved that the Board approve the recommendation to undertake a study of the possible closure of Pines Community School.

Carried Unanimously

Please be advised further that Alberta Regulation 238/97 (School Act - Closure of Schools Regulation) requires that the council of the municipality in which the school is located shall have opportunity to provide a statement to the Board of Trustees with regard to the impact that the closure of the school may have on the community. Accordingly, the Red Deer City Council is invited to provide such a statement, either verbally or in writing, to the Board of Trustees of the Red Deer Public School District No. 104, in the event that it desires to do so.

Attached is correspondence that was sent recently to all parents of students enrolled at Pines Community School. This correspondence contains particulars regarding the possible closure of the school.

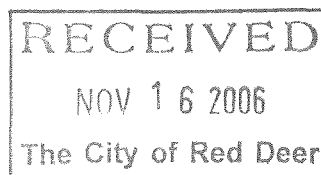
Please feel free to contact my office with any questions or comments.

Sincerely

Don Falk
Superintendent of Schools

DBF:ml

(original letter to follow)





Don Falk

Superintendent of Schools
Direct Line: 403-342-3710
Email: dfalk@rdpsd.ab.ca

October 31, 2006

Dear Parents of Students Enrolled at Pines Community School:

Re: Public Information Meeting Regarding Possible School Closure

At its meeting of October 25, 2006, the Board of Trustees approved a resolution to consider the closure of Pines Community School. This consideration process will involve a number of steps, the first of which is a public information meeting.

The public information meeting is scheduled for 7:00 pm on Tuesday, November 14, 2006, and will be held at the Pines Community School, 8 Page Avenue, Red Deer. All parents of students enrolled at the school, representation from Red Deer City Council, and all members of the general public are invited to attend the meeting.

The purpose of the public information meeting is to discuss the information presented below, as well as other matters associated with the possible closure of the school. Parents and other members of the public will also have opportunity to ask questions and provide comment on the possible closure.

1. How the Closure Would Affect the Attendance Area Defined for the School:
At the present time, it is proposed that students living in the Pines neighbourhood be redesignated to Normandeau Elementary School and that students living in the Downtown/Parkvale/Woodlea/Waskasoo neighbourhood be redesignated to Grandview Elementary School.
2. How the Closure Would Affect the Attendance at Other Schools:
The enrolment at Normandeau Elementary School would increase by approximately 40 students. At present, there is sufficient space at Normandeau School to accommodate these students. The enrolment at Grandview Elementary School would increase by approximately 28 students. At present, there is sufficient space at Grandview School to accommodate these students.
3. Information on the Board's Long Range Capital Plan:
Information on the Board's Capital Plan is attached to this letter.
4. The Number of Students Who Would Need to be Relocated as a Result of the Closure:
Pines Community School currently enrolls 124 students in Kindergarten to Grade 5. Of these, 26 students are enrolled in Grade 5 and will be assigned to a designated middle school in 2007/08. The remaining 98 students would need to be relocated to another elementary school. Incoming Kindergarten students (estimated at approximately 20 students) would also need to be redesignated to another school. It is also important to note that, of the 124 students enrolled at Pines Community School, 56 students do not live within the designated attendance area of the school. If the school is closed, many or all of these students may choose to attend a new school other than those which are designated for the former Pines attendance areas.



5. The Need for, and Extent of, Busing:

Current school board policy provides for busing of all Grade 1-5 students who live more than 1.6 km from their designated school. Kindergarten children are sometimes able to access bus transportation, depending on the space available. Grade 1-5 students living in the Pines neighbourhood and living beyond 1.6 km from Normandeau School would be eligible for busing to Normandeau School under current Board policy. Grade 1-5 students living in the Downtown/Parkvale/Woodlea/Waskasoo neighbourhood and living beyond 1.6 km from Grandview School would be eligible for busing to Grandview School under current Board policy. The extent to which busing would be available to students living less than 1.6 km from their new designated school would be dependent on a decision of the Board of Trustees. This is an issue which the advisory committee will have opportunity to consider.

6. Program Implications for Other Schools and for the Students When They Are Attending Other Schools:

The Stepping Stones Program, a special education program which enrolls 14 students at Pines Community School, would have to be redesignated to another school. Because this is a district program enrolling students from across the school district, the Stepping Stones Program could be relocated to any other elementary school where there is space. Current Pines' students who are designated to attend a new elementary school would continue to have access to the same programs that are presently available to them.

7. The Educational and Financial Impact of Closing the School, Including the Effect on Operational Costs and Capital Implications:

a) Educational Impact - All students will be assigned to another elementary school within the Red Deer Public School District and would continue to have access to the same educational program that is presently available to them.

b) Financial Impact - The anticipated annual financial savings associated with closure are as follows:

| | |
|--|------------------|
| • Subsidy provided to Pines School to enable operation | \$114,000 |
| • Administrative allowances | 26,000 |
| • Office/Library support | 55,000 |
| • Caretaking services | 46,000 |
| • Utilities | 36,000 |
| • Sub-total | <u>277,000</u> |
| • Less Cost of Possible Additional Busing | <u>38,000</u> |
| • Total Savings | <u>\$239,000</u> |

c) Capital Implications:

It is possible that some minor renovations would be required at the school that would receive the Stepping Stones Program. These would be accommodated within the district's regular operations and maintenance budget. There are no other anticipated capital costs associated with the closure of Pines Community School.

8. The Educational and Financial Impact, and Capital Implications, if the School Were to Remain Open:

a) Educational Impact - Pines Community School would continue to operate as it does presently. The opportunity to address the goals of the district's Capital and Facility Plan would be diminished.

b) Financial Impact - The subsidies and other costs associated with the present operation of Pines Community School would be maintained.

- c) Capital Implications - The opportunity for the district to implement its Capital Plan, including new school construction in high growth neighbourhoods, would be diminished.

Following the public information meeting, a Board of Trustees advisory committee, consisting of two members of the Board of Trustees, two parent representatives, the principal of the school and the Superintendent of Schools or his designate will be struck. This advisory committee will be chaired by a trustee and will:

- address all the matters listed above, as well as other matters associated with the possible closure of the school,
- request input from all interested parties,
- assess and organize all relevant information, and
- make recommendations to the Board of Trustees within 90 days.

A complete description of the process for considering school closure, including the policy and regulatory requirements, are attached to this letter. Please contact my office at 324-3710 with any questions you may have regarding the process by which consideration for school closure will be given.

Sincerely



Don Falk
Superintendent of Schools

DBF:ml

Attachments (3)

cc: Red Deer City Council

School Facility Plans

10 Year Capital Plan

In preparation of the submission of the District's 2006 Capital Plan, the District, together with the Red Deer Catholic Regional School Division, commissioned an update to the Facility Planning Study done by the two boards in 2001. The District applied to Alberta Infrastructure and was subsequently approved for a grant that provided a significant portion of the funding for this study. The study was originally expected to be completed in the fall of 2005.

At the suggestion of the Red Deer Catholic Regional School Division, the Chinook's Edge School Division joined the study and the completion deadline was delayed as a result of the additional time required to collect the data for that portion of the study.

The Facility Planning Study includes a comprehensive review of projected student enrolments to the year 2020 and enrolment trends for all schools in each jurisdiction.

The Facility Planning Study was guided by the principle "that enhanced educational opportunities would be available for all students if efficient, appropriately sized, and upgraded facilities were provided."

The Red Deer Public Schools section of the study was further guided by the following objectives:

- Accommodate the current capacity of Gateway Christian School; prepare for the future growth of the school; and enable the addition of high school grades to the program.
- Address the issue of the five elementary schools (GW Smith, Mountview, Annie L Gaetz, Joseph Welsh, and Grandview) in five adjacent quarter sections.
- Provide facilities to accommodate the student population growth in the south and east sectors of the city.
- Address the issue of surplus student spaces in the north sector.

Three Year Capital Plan

As part of the process of developing a Three Year Capital Plan with a view to its long term facility needs, the District hosted two public meetings and invited feedback from interested stakeholders. The District's Facility Committee reviewed the report, considered the feedback and requested additional information from the consultants as it considered the various accommodation options available.

The accommodation option that was approved and, subsequently, becomes the Capital Facility plan of the District, includes the following facility requirements over the next 5 years:

- The acquisition of River Glen School from Chinook's Edge School Division to house the secondary program for the Gateway Christian School. The Sunnybrook neighborhood students attending G W Smith Elementary would be redesignated to Mountview Elementary School so the G W Smith Elementary School can be redesignated to house Gateway Christian School Kindergarten to grade 5 and then the current Gateway Christian School building would be decommissioned. This building, if it were to continue to be used, would require substantial funding for a complete modernization.
- The immediate construction a new core 450 student capacity Kindergarten to grade 5 school in Aspen Ridge for students in Anders Park (four quarter sections of land) and Inglewood (two quarter sections of land) neighborhoods. This school would open in the Fall of 2008.
- The immediate modernization of Aspen Heights Elementary School and the replacement of the four portable classrooms attached to that school. This particular school building has significant student health and safety concerns but the facility is full and all of the students attending this school are within walking distance of the school.
- The relocation of Pines Community School students to Normandeau Elementary School and Grandview Elementary School and the decommissioning of Pines Community School.
- The construction of a new core 450 student capacity Kindergarten to grade 5 school in the Timberstone subdivision, opening in the Fall of 2011, with a student capacity of 350 to meet the future growth in north-east Red Deer.

The entire Facility Planning Study extends the students enrolment numbers out over the next ten years and includes accommodation options specific to each of the three jurisdictions to that span of time. The Facility Study in its entirety will be available as soon as it has been publicly approved by each of the partner boards to the study.

We believe that the new Facility Capital Plan is a very thorough and strategic plan that will meet the needs of the students of Red Deer Public Schools over the next five years.



Policy and Regulations

6.08.01 - School Closure

Policy Approved: 96-02-14
Regulation Approved:

POLICY

The Board of Trustees holds that it is desirable to operate schools that provide the best possible facilities and resources for all students.

When, in the judgment of the Superintendent of Schools, or a committee of the Board of Trustees, the continued operation of a school is deemed to be disadvantageous to the District, the Superintendent of Schools, or the committee of the Board of Trustees, will refer the possible closure of that school to the Board of Trustees for consideration.

1. When a referral from the Superintendent of Schools or a committee of the Board of Trustees concerning the possible closure of a school is received by the Board of Trustees, the Board of Trustees will determine whether or not to proceed with further study.
2. Once closure is chosen as a possibility, the Board of Trustees shall notify the students, parents, teachers and public of the possibility. The notice will indicate that a thorough study of the situation will be undertaken. An initial public information meeting, to which all interested persons are invited, will be conducted to make public the Board of Trustees' intentions and to notify the public that no decision will be made immediately. A minimum of two Trustees shall attend the initial public information meeting.
3. Following the public information meeting, a Board of Trustees advisory committee will be struck, consisting of two Board of Trustees members, two parent representatives, the principal of the school and the Superintendent of Schools or his designate. This committee will be chaired by a Trustee, and will:
 - a. request input from all interested parties,
 - b. assess and organize all relevant information, and
 - c. make recommendations to the Board of Trustees within 90 days.
4. The committee shall address, but not be restricted to the following topics:
 - a. the attendance area of the school,
 - b. the attendance at other schools of the relocated students,
 - c. the busing arrangements which may be necessary,
 - d. the effect of the closure on the social environment,
 - e. program implications for the relocated students,
 - f. the educational and financial impact of closing the school,
 - g. the educational and financial impact of not closing the school,
 - h. possible alternate uses of the school,
 - i. disposition of the staff.



Policy 6.08.01 - School Closure

5. On receipt of the report of the advisory committee, the Board of Trustees may pursue closure by notice of motion at a regular Board of Trustees meeting proposing that a specific school be closed and specifying the date of such closure.
6. Following a notice of motion to close a school, the Board of Trustees shall set a date for the purpose of discussing the proposed resolution. Advance notice of at least three weeks shall be provided and the public must be made aware of the proposed closure. A reasonable period of time shall be provided at the meeting of the Board of Trustees prior to the vote on the notice of motion for the presentation of responses to the Board of Trustees.
7. The above notwithstanding, the period of time between the initial referral by the Superintendent of Schools, or a committee of the Board of Trustees, and the vote on the notice of motion shall not be less than six months.



(Consolidated up to 170/2004)

ALBERTA REGULATION 238/97

School Act

CLOSURE OF SCHOOLS REGULATION

Table of Contents

- 1 Definitions
- 1.1 Non-application of sections
- 1.2 Exemption from requirements
- 2 Closure of schools, etc.
- 3 Policies and procedures for closure of schools
- 4 Notification of proposed closure
- 5 Public meetings
- 6 Decision on closure
- 7 Closure within school year
- 8 Expiry

Definitions

1 In this Regulation,

- (a) "closure" means any action referred to in section 2;
- (a.1) "Ministers" means, for the purposes of sections 6 and 7, the Ministers determined under section 16 of the *Government Organization Act* as the Ministers responsible for Part 7 of the *School Act*;
- (b) "school year" means the 12-month period beginning on September 1 and ending on the following August 31.

AR 238/97 s1;223/2002;257/2003

Non-application of sections

1.1(1) Sections 4 to 7 do not apply to a closure that occurs

- (a) in connection with the transfer by one board to another board or to the operator of a charter school of the ownership of real property on which a school building is located and the school building will continue to be used for the instruction or accommodation of students,

- (b) as a result of the Minister's having directed the board to dispose of the school building pursuant to section 200(3) of the Act, or
- (c) pursuant to section 2(b) if
 - (i) the school has more than one education program,
 - (ii) the students in the grades being closed are all in the same education program, and
 - (iii) the education program referred to in subclause (ii) is to be transferred to another school.

(2) Where a board plans to transfer an education program pursuant to subsection (1)(c)(iii), the board shall organize and convene an information meeting for the purpose of informing the parents of the students affected by the transfer of the transfer and the alternative arrangements for continuing the education program at another school.

AR 135/2003 s2;257/2003;170/2004

Exemption from requirements

1.2(1) The Minister may, on the written request of a board or on the Minister's initiative, exempt a board from the requirements of sections 4 to 7 in respect of a closure that occurs

- (a) as a result of the board's inability to comply with section 57(2) of the Act, or
- (b) for health or safety reasons.

(2) The Minister may, on the written request of a board, exempt the board from the requirements of sections 4 to 7 in respect of a closure if the Minister is satisfied that the board has consulted with the community regarding any change in grades and programs in one or more of the schools operated by the board.

AR 257/2003 s4;170/2004

Closure of schools, etc.

2 A board may

- (a) close a school permanently or for a specified period of time,
- (b) close entirely 3 or more consecutive grades in a school, or

- (c) repealed AR 257/2003 s5,
- (d) transfer all students from one school building to one or more other school buildings on a permanent basis.
AR 238/97 s2;257/2003

Policies and procedures for closure of schools

3 A board may develop and implement policies and procedures with respect to closure of schools that are not inconsistent with this Regulation.
AR 238/97 s3;257/2003

Notification of proposed closure

4(1) Where a board is considering the closure of a school, the board shall

- (a) raise the matter by way of a motion at a regular meeting of the board, and
- (b) in writing notify the parents of every child and student enrolled in the school who, in the opinion of the board, will be significantly affected by the closure of the school.

(2) A notice referred to in subsection (1)(b) shall set out the following:

- (a) how the closure would affect the attendance area defined for that school;
- (b) how the closure would affect the attendance at other schools;
- (b.1) information on the board's long-range capital plan;
- (c) the number of students who would need to be relocated as a result of the closure;
- (d) the need for, and extent of, busing;
- (e) program implications for other schools and for the students when they are attending other schools;
- (f) the educational and financial impact of closing the school, including the effect on operational costs and capital implications;
- (g) the educational and financial impact if the school were to remain open;

- (h) and (i) repealed AR 257/2003 s7;
- (j) the time and location of the public meeting referred to in section 5(1)(a).
- (3) A notice referred to in subsection (1)(b) may set out the following:
 - (a) the capital needs of the schools that may have increased enrolment as a result of the closure, and
 - (b) the possible uses of the school building or space in the school building if
 - (i) the entire school is being closed, or
 - (ii) 3 or more consecutive grades in the school are being closed entirely.

AR 238/97 s4;257/2003;170/2004

Public meetings

5(1) Where a board has given notice of motion at a regular meeting of the board that it is considering the closure of a school, the board

- (a) shall organize and convene a public meeting for the purpose of discussing the information provided to the parents under section 4,
 - (b) shall provide an opportunity for the council of the municipality in which the school is located to provide a statement to the board of the impact the closure may have on the community, and
 - (c) may hold other meetings with respect to the closure at times and places as the board may determine.
- (2) The date and place of the public meeting referred to in subsection (1)(a) shall be
- (a) posted in 5 or more conspicuous places in the area or areas of the school or schools affected by the closure, for a period of at least 14 days before the date of the public meeting, and
 - (b) advertised in a newspaper circulating within the area or areas of the school or schools affected by the proposed closure, on at least 2 occasions as close as is practicable to the date of the meeting.

(3) At least 2 trustees of the board shall attend the public meeting referred to in subsection (1)(a).

(4) A board shall ensure that minutes of all public meetings held under this section are prepared.

AR 238/97 s5;257/2003

Decision on closure

6(1) A board shall not make a final decision on the proposed closure until at least 3 weeks have passed since the date of the public meeting referred to in section 5(1)(a).

(2) A board shall give due consideration to any written submissions on the proposed closure that it receives after the public meeting referred to in section 5(1)(a).

(3) A board

(a) shall by resolution decide whether to close the school, and

(b) if the decision is to close the school, shall forthwith notify the Ministers in writing of the decision.

AR 238/97 s6;223/2002;257/2003

Closure within school year

7(1) All school closure procedures shall be initiated and completed within the school year in which the decision to close the school is made.

(2) Notwithstanding subsection (1), on the written request of the board, the Ministers may extend the school closure procedures beyond one school year.

AR 238/97 s7;257/2003

Expiry

8 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be re-passed in its present or an amended form following a review, this Regulation expires on November 1, 2008.

AR 238/97 s8;223/2002;257/2003

9 Repealed AR 223/2002 s5.



Date: January 08, 2007

To: City Council

From: Legislative and Administrative Services Manager

Subject: Red Deer Public Schools – Possible Closure of Pines School

History

The Red Deer Public School Board is undertaking a study of the possible closure of the Pines Community School. In accordance with Alberta Regulation 238/97 of the School Act, the council of the municipality will have the opportunity to provide a statement to the Board of Trustees with regard to the impact of the closure may have on the community. The attached letter from the School Board dated November 14, 2006 is inviting Council to provide such a statement.

Section 60 of the School Act outlines the powers of a School Board and specifically states that the Board may make rules with regard to the establishment, administration, management, and operation of schools operated by the Board. The Act also provides for a School Board to make decisions to permanently close a school and that this power shall not be delegated.

In addition to the requirements of the School Act, an agreement between The City of Red Deer, The Red Deer Catholic Regional Division No 39, The Red Deer Public School District No. 104 and The Greater North Central Education Region No. 2 exists and provides guidance when certain schools are no longer required for school purposes. More details on this agreement will be provided within this report.

Background

Community Services, Development Services, Parkland Community Planning Services, Legislative & Administrative Services, and the City Solicitor reviewed the request from the School Board and have provided the following information.

On the land where the Pines school is located, The Public School Board owns the school site (0.82 ha) with the adjacent park area (4 ha) owned by The City of Red Deer. There are easements for storm and sani-lines running through the property, which may require registration if any ownership change was considered. Attached is a map of the overall site.

Red Deer Public Schools – Possible Closure of Pines School
January 8, 2007
Page 2

The green portion on the map is the school site and is zoned PS (Public Service Institutional or Government District). The remaining land is zoned PI (Parks & Recreation District). The PS and PI districts regulations are attached for reference.

The Pines School is identified on Schedule B of the Agreement of October 21, 2003 between The City of Red Deer, The Red Deer Catholic Regional Division No 39, The Red Deer Public School District No. 104 and The Greater North Central Education Region No. 2. Therefore if the Red Deer School Board determined that the Pines School is no longer required for school purposes then Section 12 and other provisions would become operative. Section 12 (1) is quoted below:

12. (1) When a school site that is transferred by the City to a School Board as show in Schedule B, C. or D or which is transferred to a School board after the date of the agreement, is no longer required by a School Board for school purposes, the City shall be so notified in writing and shall have, for a period of six (6) months after receipt of such notification, an option to purchase the dedicated lands and all improvements thereon at a purchase price determined as follows:
 - a) the lands excluding improvements at a value of one (\$1.00) dollar, plus
 - b) subject to regulation and constraints established by the Alberta Government in connection with the disposal of school building, the value of all school buildings and related improvements situate upon the site as determined by an independent qualified appraiser selected by mutual agreement by the City and the respective Board.

Discussion

The Public School Board is not asking City Council to support or not support the closure of Pines Community School. The request of the Board relates to the School Act's requirement for a Council to "have the opportunity to provide a statement on the impact that the closure of the school may have on the community". Unfortunately the wording of the Act provides the possibility for a very broad interpretation on how one defines "impact" and "community". For example:

- does "community" mean the area the school is located in or the whole city,
- does the "impact" strictly relate to land use considerations and potential future uses of the land should the school close, (Council do not have jurisdiction over the establishment or closure of schools),
- is the "impact" based on students being able to attend another school in the City as not all of the Red Deer subdivisions have schools located within them,

Red Deer Public Schools – Possible Closure of Pines School

January 8, 2007

Page 3

- if the school is closed is there another use that may be of same or greater benefit to the community.

Depending on what perspective one takes, the closure of a school can be perceived as either positive or negative. If a resident living in Pines has a child attending school the Pines School, they may see it as a negative if their child now has to go travel to another city subdivision. Whereas other Pines residents may see the move as positive if there is a reduction in traffic on the streets as the school is no longer a destination point. This latter view however, may depend on the future school site and building use in relationship to intensity of development.

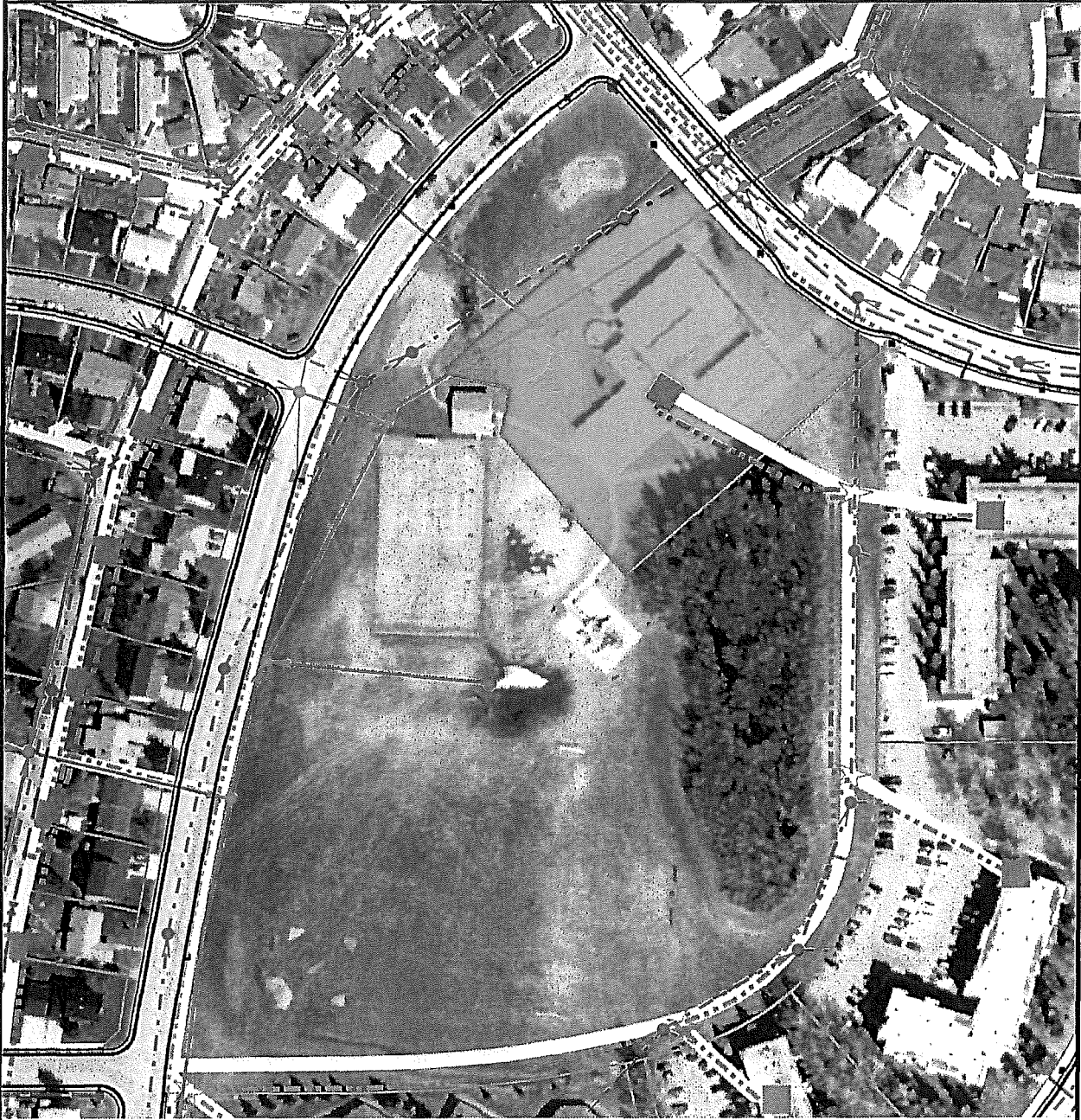
What this leads to is difficulty in providing a statement of impact without understanding what use will replace that of a school or, in accordance with the above noted agreement, is the City in a position to purchase the school site. For these reasons there may be benefit to offer no official statement on the closure of the Pines Community School with the exception to highlight that should the School Board choose to close the school, a process be established to investigate the future use of the school site. The process could ensure any future use is consistent with sound planning practices and takes into consideration the needs of both the Pines Community and the city as a whole.

Recommendation

1. That Council provides no statement of community impact.
2. That Council convey to the Red Deer Public School District that if the Board decides to close the Pines Community School, a process between the Red Deer Public School District and The City be established to investigate future use of the school site. Any process to be consistent with sound planning practices and take into consideration the needs of both the Pines Community and the city as a whole.



Kelly Kloss
Manager

**LEGEND**

Road
 Water
 Sanitary
 Storm
 Power
 Base
 2004 Ortho Image



2006/11/20
 Scale 1 : 2000

The City of Red Deer does not guarantee
 the accuracy of the information.
 Data to be used as information only.

Alberta 1Call (1.800.242.3447) shall be
 contacted for locations prior to excavation.

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Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007

TO: Colleen Jensen, Acting City Manager

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Consideration of Closure of Pines Community School

Reference Report:

Legislative & Administrative Services Manager, dated January 8, 2007

Resolution:

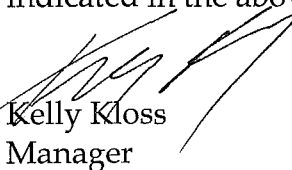
"Resolved that Council of the City of Red Deer, having considered the report from the Red Deer Public School District dated November 14, 2006 and the report from the Legislative & Administrative Services Manager dated January 8, 2007, re: Possible Closure of Pines School, hereby agrees:

1. That Council provides no statement of community impact.
2. That Council convey to the Red Deer Public School District that if the Board decides to close the Pines Community School, a process between the Red Deer Public School district and The City be established to investigate future use of the school site. Any process to be consistent with sound planning practices and take into consideration the needs of both the Pines Community and the city as a whole."

Report Back to Council:

Comments/Further Action:

This office will prepare a letter, for the Mayor's signature, to Red Deer Public Schools as indicated in the above resolution.


Kelly Kloss
Manager
/chk

- c Director of Development Services
Acting Community Services Director
City Planner, Parkland Community Planning Services
City Solicitor



FILE COPY

LEGISLATIVE & ADMINISTRATIVE SERVICES

January 16, 2007

Mr. Don Falk
Superintendent of Schools
Red Deer Public Schools
4747 – 53 Street
Red Deer, AB T4N 2E6

Dear Mr. Falk:

Re: Consideration of Closure of Pines Community School

At the January 15, 2007 Red Deer City Council Meeting, Council reviewed your request for comments regarding the closure of the Pines Community School. At the meeting, Council passed the following resolution:

“Resolved that Council of the City of Red Deer, having considered the report from the Red Deer Public School District dated November 14, 2006 and the report from the Legislative & Administrative Services Manager dated January 8, 2007, re: Possible Closure of Pines School, hereby agrees:

1. That Council provides no statement of community impact.
2. That Council convey to the Red Deer Public School District that if the Board decides to close the Pines Community School, a process between the Red Deer Public School district and The City be established to investigate future use of the school site. Any process to be consistent with sound planning practices and take into consideration the needs of both the Pines Community and the city as a whole.”

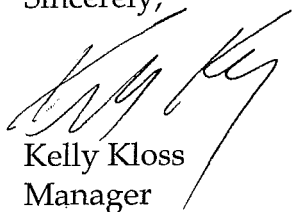
As outlined in the resolution, although we have no comment on the closure, we are very interested in participating in discussions related to the future use of the site should the school be closed.

...2/

Red Deer Public Schools
January 16, 2007
Page 2

Thank you for the opportunity to comment. Please call if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Kloss', with a long, sweeping horizontal line extending to the right.

Kelly Kloss
Manager

c Community Services Director
 Recreation, Parks and Culture Manager
 Parkland Community Planning Services
 Engineering Services Manager

THIS AGREEMENT entered into this 21 day of October, 2003;

**PROVIDING FOR THE ALLOCATION OF MUNICIPAL
RESERVES FOR SITES WITH SCHOOLS**

BETWEEN:

THE CITY OF RED DEER
(hereinafter called "the City")

-and -

THE RED DEER CATHOLIC REGIONAL DIVISION NO. 39
(hereinafter called the "Catholic Board")

and -

THE RED DEER PUBLIC SCHOOL DISTRICT NO. 104
(hereinafter called "Public Board")

- and -

THE GREATER NORTH CENTRAL EDUCATION REGION NO. 2
(hereinafter called "le Conseil")

WHEREAS the *Municipal Government Act* (Section 670(1)) provides authority for a municipality and school authorities to enter into an agreement for the purpose of allocating municipal and school reserve lands;

AND WHEREAS the City the Public Board and the Catholic Board entered into an agreement dated December 31, 2002 dealing with the allocation of municipal and school reserve lands (the "Original Agreement");

AND WHEREAS le Conseil wishes to participate with the Catholic Board and the Public Board (hereinafter collectively referred to as "School Boards" and individually referred to as the "respective School Board") together with the City in the Original Agreement and all of the parties have therefore agreed to enter into a new agreement to replace the Original Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions herein contained and to be performed by the parties hereto, the parties hereto covenant and agree together as follows:

1. Except as herein provided, when reserve lands are required to be dedicated as a result of subdivision of lands within the corporate boundaries of the City, the title to such reserve lands shall be vested in the City as municipal reserves.
2. Except as herein provided, when money is taken in lieu of reserve lands as a result of subdivision of lands within the corporate boundaries of the City, the said money shall accrue to the City, be invested in the Public Reserve Trust Fund, and be expended in accordance with the provisions of the *Municipal Government Act*.
3. All proposed school sites shall be designated within the Major Area Structure Plans adopted by The City of Red Deer. Each Neighbourhood Area Structure Plan, adopted by the City of Red Deer, shall show the specific school site.
4. If the Neighbourhood Area Structure Plan contains a potential school site, the City shall attempt to acquire the school site through Municipal Reserve dedication in accordance with the *Municipal Government Act*. The potential school site shall remain as City Municipal Reserve until such time as the applicable School Board is ready to construct the school. At that time the land will be transferred to the respective School Board.
5. The parties acknowledge and agree that the Area Structure Plans may change from time to time however there shall be no changes to the proposed school sites unless all parties to this agreement concur.
6. The City shall refer new Area Structure Plans and amendments to existing Area Structure Plans to the School Board for comments.
7. (1) A joint planning committee (herein "the Committee") is hereby established which shall consist of the following:
 - a) the Director of Community Services of the City;
 - b) a representative of the Public Board;
 - c) a representative of the Catholic Board;
 - d) a representative of le Conseil;
 - e) a representative from each of the Recreation, Parks & Culture Department, and Social Planning Department of The City; and
 - f) a representative of the staff of Parkland Community Planning Services.
- (2) The duties of the Committee shall include:
 - a. making recommendation to the City on the proposed location of school sites;

- b. making recommendation to The City and the School Boards respecting the area of reserve lands to be allocated to a school board for the development of a school in accordance with the guidelines outlined in Schedule "A" annexed hereto;
- c. making decisions with respect to the development of playgrounds upon reserve lands in conjunction with the playground development upon the school sites;
- d. reviewing (for information only) plans for open spaces, parks and playgrounds to be developed in neighbourhoods which do not include a school site;
- e. reviewing all proposals for school building expansion additions and all site redevelopment;
- f. develop a joint use agreement governing the use and the scheduling of the use of playgrounds on reserve land in conjunction with the school sites;
- g. making recommendations to The City and /or the School Boards on any policies related to school sites or development thereon; and
- h. making recommendations to The City and/or the School Boards on land acquisitions if required for school purposes.

(3) The recommendations of the Committee shall not be binding on parties hereto.

8. The title to the lands designated for proposed school sites will be vested in the name of The City, and subject to clause 10(2), the title to each site will be transferred to the respective School Board without cost as recognition of need is declared and funds are approved by the *Alberta Government* for the construction of a school building on a particular site.

9. When a School Board requests title to the lands for school purposes, The City (Land and Economic Development Department) shall pay all costs for the preparation of the transfer documents and respective School Board shall be responsible for all costs incurred in registering such transfer documents.

10. (1) All school sites, except high school sites, will be provided from the 10% Municipal Reserve Dedication required pursuant to the Municipal Government Act, and shall be serviced with power, water, storm sewer, and sanitary sewer, and with all City provided local improvements and services, constructed adjacent to the property line, subject always to the capability of the City to provide such services and utilities having regard to the logical progression and the development of the City's service pattern.

(2) Off-site levies for the services provided pursuant to clause 10.(1) shall be recovered by the City from the balance of the subdivision within which the school site is situate.

- (3) With respect to the development of high school sites, which may exceed the 10% Municipal Reserve Dedication, the payment of off-site levies with respect to such development and the cost of land acquisition will be by way of separate agreement negotiated between the parties.
11. Lands reserved hereunder for school sites, which are undeveloped and are not required for school purposes, will be retained by the City for recreation and park use, subject to the provisions of the *Municipal Government Act*.
12. (1) When a school site that was transferred by the City to a School Board as shown in Schedule B, C or D or which is transferred to a School Board after the date of this agreement, is no longer required by a School Board for school purposes, the City shall be so notified in writing and shall have, for a period of six (6) months after receipt of such notification, an option to purchase the dedicated lands and all improvements thereon at a purchase price determined as follows:
- a. the lands excluding improvements at a value of one (\$1.00) dollar, plus
 - b. subject to the regulations and constraints established by the Alberta Government in connection with the disposal of school buildings, the value of all school buildings and related improvements situate upon the site as determined by an independent qualified appraiser selected by mutual agreement by the City and the respective Board.
- (2) The purchase price will be paid in cash on conveyance of title following exercise of the option to purchase.
- (3) After transfer of title, the school site and all improvements thereon will be retained by the City for recreation and park use and as municipal reserve, subject to any other disposition pursuant to the provisions of the *Municipal Government Act*.
13. (1) In the event the parties to this Agreement are unable to agree on the:
- a. purchase price of the building; or
 - b. fair value of the Board's improvements; or
 - c. size of a school site;
- within sixty (60) days from the date upon which such issues arises, then every such dispute shall be finally and conclusively determined by arbitration, at the request of either party, pursuant to the provisions of the *Arbitration Act* of Alberta.
- (2) Should arbitration be required, then:

- a. unless the parties to this dispute shall agree within seven (7) days to the appointment of a single arbitrator and the issues to be arbitrated, either of the parties may notify the other party in writing of its desire to submit the difference to arbitration, which notice shall contain a statement of the difference and the name of the first party's appointee to a three-person arbitration team. The recipient of the notice shall, within five (5) days (exclusive of Saturdays, Sundays and other holidays) inform the other party of the name of its appointee to the arbitration team. The two appointees so selected shall, within five days (5) days (exclusive of Saturdays, Sundays and other holidays) of the appointment of the second of them meet to appoint a third person who shall be the Chairman;
- b. if the recipient of the notice fails to appoint an arbitrator within the time limited under subsection (a), the appointment shall be made by the Minister of Municipal Affairs upon the request of either party. If the two appointees fail to agree upon a chairman within the time limit, the appointment shall be made by the Minister of Municipal Affairs upon the request of either party.

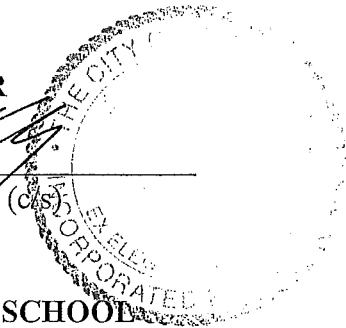
(4) The decision of the single arbitrator, or a majority of the Arbitration Board, shall be binding upon the parties.

14. If The City declines to purchase the site, The City will work with the School Board in carrying out the procedures related to disposition of municipal reserve land. Such procedures shall include a public participation process, agreement on the proposed land use, and the disposal of municipal reserve in accordance with the *Municipal Government Act*. The sale of the site and buildings shall be done under the auspices of both The City and the School Boards. The proceeds of the sale shall be divided in the following manner:
 - a) an independent appraiser will be asked to assign a value to the land and a separate value for the building(s) on the site. The total value would be the combination of the land value and the value for the building(s) on the site.
 - b) based upon the independent appraisal, the School Board and the City will receive a proportional amount of the sale. For instance, if the land value is 60% of the total land and buildings, the City will receive 60% of the proceeds of the sale and the School Board would receive 40% of the proceeds of the sale.
15. Amendments to this Agreement may be made only by the mutual consent of the parties.
16. This agreement shall supersede and replace the agreements between the City, the Public Board and the Catholic Board dated the 26 day of March 1993 and the 31st day of December, 2003.
17. This Agreement may be terminated by any of the parties on six (6) months' prior written notice.

IN WITNESS WHEREOF the parties hereto have executed these presents the day and year first above written.

THE CITY OF RED DEER

Per: _____



**THE RED DEER PUBLIC SCHOOLS
BOARD DISTRICT NO. 104**

Per: _____

Per: _____

**THE RED DEER CATHOLIC
REGIONAL DIVISION NO. 39**

Per: _____

Per: _____

**THE GREATER NORTH CENTRAL
EDUCATION REGION NO. 2**

Per: _____

Per: _____

SCHEDULE "A"

**Municipal Reserve Acreage Allocation Guidelines
for Sites with Schools
As per the Community Services Standards and Guidelines included in the
Community Services Master Plan**

The acreage guidelines outlined below are approximate acreages which are variable, dependent on site configuration, topography, natural vegetation and special site conditions.

A. NEIGHBOURHOOD LEVEL SITES WITH K-8 or K-9 SCHOOLS:

| | Acres | Hectares |
|--|---------------------------|-------------------------|
| (i) Junior High/Middle School building site and associated parking lot, front, rear and side yards | 3.5 | 1.4 |
| (ii) Recreation, playground and sportsfield area (City) | 9.0 - 20.0 | 3.6 - 8.1 |
| TOTAL SITE | <u>12.5 - 23.5</u> | <u>5.0 - 9.5</u> |

B. DISTRICT LEVEL SITES WITH SENIOR HIGH SCHOOL(S):

| | Acres | Hectares |
|---|------------------|------------------|
| (i) Senior High School (1) and associated parking lots, front, rear, and side yards | 12.0 | 4.9 |
| Senior High School (1) grounds and play area | <u>2.8</u> | <u>1.1</u> |
| TOTAL SENIOR HIGH SCHOOL SITE (1) | 14.8 | 6.0 |
| (ii) Senior High Schools (2) and associated parking lots, front, rear, and side yards | 24.0 | 9.8 |
| Senior High Schools (2) grounds and play area | <u>4.6</u> | <u>2.2</u> |
| TOTAL SENIOR HIGH SCHOOL SITE (2) | 28.6 | 12.0 |
| (iii) City owned Recreation play areas and sportsfields | 10.0-23.0 | 4.1-9.3 |
| TOTAL SITE (1 School & City owned Recreation Area) | 24.8-37.8 | 10.1-15.3 |
| TOTAL SITE (2 Schools & City owned Recreation Area) | 39.6-52.6 | 16.1-21.3 |

Allocation of Municipal Reserve
Red Deer Public School District #104

| Facility | Site Size (acres) | Address | Postal Code | Phone | Lot | Block | Plan | Who Obtained the Site |
|---------------------------|----------------------|-----------------------|----------------|----------|-------------|-------|----------|-----------------------------|
| Annie L. Gaetz | 3.03 | 32 Mitchell Avenue | T4N 0L6 | 347-5660 | S2 | - | 2342NY | City |
| Aspen Heights | 5 | 5869 69 Street Drive | T4P 1C3 | 347-2581 | G | - | 2175HW | RDPSD |
| Central Middle | 10.59 | 5121 48 Avenue | T4N 3T7 | 346-4397 | S | 36 | 802-2591 | RDPSD |
| Central Services | | 4747 53 Street | T4N 2E6 | 343-1405 | S | 36 | 802-2591 | RDPSD |
| RD Christian Alt. Program | | 5205 48 Avenue | T4N 6X3 | 346-5795 | S | 36 | 802-2591 | RDPSD |
| Eastview | 10.6 | 3929 40 Avenue | T4N 2W5 | 343-2455 | S | - | 2479KS | RDPSD |
| Fairview | 4.12 | 5901 55 Street | T4N 4X7 | 343-8780 | S | - | 386NY | City |
| GH Dawe | 10.03 | 56 Holt Street | T4N 6A6 | 343-3288 | R1 | 18 | 4332TR | City |
| GW Smith | 4.26 | 17 Springfield Avenue | T4N 0C6 | 346-3838 | S | - | 5968MC | City |
| Glendale Middle | 4.22 | 6375 77 Street | T4P 3E9 | 340-3100 | 1 SR | - | 822-0158 | City |
| Grandview | 5.09 | 4145 46 Street | T4N 3C5 | 346-3223 | 1,2,5 &6 | 4 | 1376HW | RDPSD |
| Hunting Hills | 14.58 | 150 Lockwood Avenue | T4R 2M4 | 342-7799 | 2 SR | 6 | 932-2084 | City |
| Joseph Welsh | 5.01 | 4401 37 Avenue | T4N 2T5 | 346-6377 | S | - | 6337KS | City |
| LTCHS | 44.77 | 4204 58 Street | T4N 2L6 | 347-1171 | S | - | 4154RS | RDPSD |
| Maintenance Shop | 1.88 | 4230 58 Street | T4N 2L6 | 342-4421 | Lot D1 | - | 4154RS | RDPSD |
| Mountview | 5.73 | 4331 34 Street | T4N 0N9 | 346-5765 | S | 17 | 5480MC | City |
| Normandeau | 3.77 | 61 Noble Avenue | T4P 2C4 | 342-0727 | 1 SR | - | 812-0505 | City |
| North Cottage | 3.82 | 5704 60 Street | T4N 6V6 | 342-2170 | S | - | 4596 NY | RDPSD |
| North School (Koinonia) | | 6014 57 Avenue | T4N 4R3 | 346-1818 | S | - | 4596 NY | RDPSD |
| Oriole Park | 3.9 | 5 Oldbury Street | T4N 5A8 | 347-3731 | S1 | - | 878 NY | City |
| Pines | 2.07 | 8 Page Avenue | T4P 2T2 | 342-4434 | 5 SR | 9 | 862-1564 | City |
| West Park Elementary | 3 | 3814 55 Avenue | T4N 4N3 | 343-1838 | S | - | 3650 KS | City |
| West Park Middle | 16 | 3310 55 Avenue | T4N 4N1 | 347-8911 | S1 | - | 3088 RS | RDPSD |
| West Park Middle | 3.13 | 3310 55 Avenue | T4N 4N1 | 347-8911 | S | - | 3088 RS | RDPSD |
| Lot North of Camille | 1.26 | | | | L | - | 5083 MC | RDPSD |

Allocation of Municipal Reserve
Red Deer Catholic Regional Division #39

| Facility | Site Size (acres) | Address | Postal Code | Phone | Lot | Block | Plan | Who Obtained the Site |
|------------------------|----------------------|--------------------|----------------|----------|-----|-------|----------|-----------------------------|
| School Board Office | 3.93 | 5210 61 Street | T4N 6N8 | 343-1055 | S1 | - | 3762NY | RDCRD |
| Camille J Lerouge | 7.53 | 5530 42a Avenue | T4N 3A8 | 347-7830 | N | - | 3882NY | RDCRD |
| Holy Family | 3.43 | 69 Douglas Avenue | T4R 2L3 | 341-3777 | 1SR | 9 | 922-0531 | City |
| Maryview | With St. Thomas | 3829 39 Street | T4N 0Y6 | 347-1455 | S1 | - | 3802NY | RDCRD |
| Notre Dame High | 11.65 | 50 Lees Street | T4R 2P6 | 342-4800 | 3SR | 6 | 952-0837 | City |
| St. Elizabeth Seton | 2.96 | 35 Addinell Avenue | T4R 1V5 | 343-6017 | 1 | 11 | 762-0826 | City |
| St. Martin de Porres | 2.79 | 3911 57a Avenue | T4N 4T1 | 347-5650 | S | 33 | 5187KS | RDCRD |
| St. Patricks Community | 10.00 | 56 Holt Street | T4N 6A6 | 343-3238 | R1 | 18 | 4332TR | City |
| St. Teresa of Avila | 4.67 | 190 Glendale Blvd. | T4P 2P7 | 346-0505 | SR2 | - | 882-0158 | City |
| St. Thomas Aquinas | 10.48 | 3821 39 Street | T4N 0Y6 | 346-9851 | S1 | - | 3802NY | RDCRD |

Schedule D
Allocation of Municipal Reserve Agreement

Allocation of Municipal Reserve
The Greater North Central Education Region No. 2

| Facility | Site Size (acres) | Address | Postal Code | Phone | Lot | Block | Plan | Who Obtained the Site |
|-------------------------|----------------------|----------------|----------------|----------|-----|-------|---------|-------------------------------|
| Ecole La Prairie School | 3.29 | 4810 35 Street | T4N 0R5 | 343-0060 | S1 | 5 | 3935 HW | GNCER (1999 from RDPSD) |

Dated: 2003

BETWEEN:

THE CITY OF RED DEER
(hereinafter called "the City")

-and -

THE RED DEER CATHOLIC REGIONAL DIVISION
NO. 39
(hereinafter called the "Catholic Board")

and -

THE RED DEER PUBLIC SCHOOL DISTRICT NO.
104
(hereinafter called "Public Board")

- and -

THE GREATER NORTH CENTRAL
EDUCATION REGION NO. 2
(hereinafter called "le Conseil")

PROVIDING FOR THE ALLOCATION OF
MUNICIPAL
RESERVES FOR SITES WITH SCHOOLS

Chapman Riebeck
Barristers & Solicitors
208, 4808 Ross Street
Red Deer, Alberta
T4N 1X5

Donald J. Simpson

Telephone: (403) 346-6603
Fax: (403) 340-1280

File No. 28,550 DJS

Comments:

We agree with the recommendation of the Legislative & Administrative Services Manager.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager

back up

THIS AGREEMENT entered into this 31st day of December A.D., 2002, **PROVIDING FOR THE ALLOCATION
OF MUNICIPAL RESERVES FOR SITES WITH SCHOOLS**

BETWEEN :

THE CITY OF RED DEER
(hereinafter called "the City")

OF THE FIRST PART

-and-

THE RED DEER PUBLIC SCHOOL DISTRICT NO. 104
(hereinafter called "the Public Board")

OF THE SECOND PART

-and-

THE RED DEER CATHOLIC REGIONAL DIVISION NO. 39
(hereinafter called "the Catholic Board")

OF THE THIRD PART

WHEREAS the *Municipal Government Act* (Section 670(1)) provides authority for a municipality and school authorities to enter into an agreement for the purpose of allocating municipal and school reserve lands;

AND WHEREAS the parties hereto desire to allocate reserve lands for school purposes and are desirous of *continuing their* agreement to provide for such allocation;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions herein contained and to be performed by the parties hereto, the parties hereto covenant and agree together as follows:

1. Except as herein provided, when reserve lands are required to be dedicated as a result of subdivision of lands within the corporate boundaries of the City, the title to such reserve lands shall be vested in the City as municipal reserves.
2. Except as herein provided, when money is taken in lieu of reserve lands as a result of subdivision of lands within the corporate boundaries of the City, the said money shall accrue to the City, be invested in the Public Reserve Trust Fund, and be expended in accordance with the provisions of the *Municipal Government Act*.
3. All proposed school sites shall be designated within the Major Area Structure Plans adopted by The City of Red Deer. Each Neighbourhood Area Structure Plan, adopted by the City of Red Deer, shall show the specific school site.
4. If the Neighbourhood Area Structure Plan contains a potential school site, the City shall attempt to acquire the school site through Municipal Reserve dedication in accordance with the Municipal Government Act. The potential school site shall remain as City Municipal Reserve until such time as the respective school boards are ready to construct the school. At that time the land will be transferred to the respective school board.
5. The parties acknowledge and agree that the Area Structure Plans may change from time to time however there shall be no changes to the proposed school sites unless all parties to this agreement concur.

6. The City shall refer new area structure plans and amendments to existing area structure plans to the school boards for comments.

7. (1) A joint planning committee (herein "the Committee") is hereby established which shall consist of the following:

- a. the Director of Community Services of the City;
- b. a representative of the Public Board;
- c. a representative of the Catholic Board;
- d. a representative from each of the Recreation, Parks & Culture Department, and Social Planning Department of The City; and
- e. a representative of the staff of Parkland Community Planning Services.

(2) The duties of the Committee shall include:

- a. making recommendation to the City on the proposed location of school sites;
- b. making recommendation to The City and the School Boards respecting the area of reserve lands to be allocated to a school board for the development of a school in accordance with the guidelines outlined in Schedule "A" annexed hereto;
- c. making decisions with respect to the development of playgrounds upon reserve lands in conjunction with the playground development upon the school sites,
- d. reviewing all proposals for school building expansion additions and all site redevelopment; and
- e. develop a joint use agreement governing the use and the scheduling of the use of playgrounds on reserve land in conjunction with the school sites;
- f. making recommendations to The City and /or the school boards on any policies related to school sites or development thereon.
- g. Making recommendations to The City and /or the school boards on land acquisitions if required for school purposes.

(3) The recommendations of the Committee shall not be binding on parties hereto.

8. The title to the lands designated for proposed school sites will be vested in the name of The City, and the titles to each site, subject to clause 10(2), will be transferred to the respective School Boards without cost as recognition of need is declared and funds approved by the *Alberta Government* for the construction of a school building on a particular site.

9. When the Public Board or the Catholic Board requests title to the lands for school purposes, The City (Land and Economic Development Department) shall pay all costs for the preparation of the transfer documents and respective School Board shall be responsible for all costs incurred in registering such transfer documents.

10. (1) All school sites, except high school sites, will be provided from the 10% Municipal Reserve Dedication required pursuant to the Municipal Government Act, and shall be serviced with power, water, storm sewer, and sanitary sewer, and with all City provided local improvements and services, provided to the property line, subject always to the capability of the City to provide such services and utilities having regard to the logical progression and the development of the City's service pattern.

(2) Off-site levies for the services provided pursuant to clause 19.(1) shall be recovered by the City from the balance of the subdivision within which the school site is situate.

(3) With respect to the development of high school sites, which *may exceed the* 10% of the Municipal Reserve Dedication, the payment of off-site levies with respect to such development *and the cost of land acquisition* will be by way of separate agreement negotiated between the parties.

11. Lands reserved hereunder for school sites, which are undeveloped and are not required for school purposes, will be retained by the City for recreation and park use, subject to the provisions of the Municipal Government Act.

12. (1) When a school site that was transferred by the City to the Public Board or the Catholic Board, as shown in Schedule B and C, is no longer required for school purposes, the City shall be so notified in writing and shall have, for a period of six (6) months after receipt of such notification, an option to purchase the dedicated lands and all improvements thereon at a purchase price determined as follows:

a. the lands excluding improvements valued at one (\$1.00) dollar, plus

b. subject to the regulations and constraints established by the *Alberta*

Government in connection with the disposal of school buildings, the value of all school

buildings and related improvements situate upon the site as determined by an independent qualified appraiser selected by mutual agreement by the City and the respective Board.

(2) The purchase price will be paid in cash on exercise of the option to purchase.

(3) After transfer of title, the school site and all improvements thereon will be retained by the City for recreation and park use and as municipal reserve subject to the provisions of the Municipal Government Act.

13. (1) In the event the parties to this Agreement are unable to agree on the:

a. purchase price of the building; or

b. fair value of the Board's improvements; or

c. size of a school site;

within sixty (60) days from the date upon which such issues arises, then every such dispute shall be finally and conclusively determined by arbitration, at the request of either party, pursuant to the provisions of the Arbitration Act of Alberta.

- (2) Should arbitration be required, then
 - a. unless the parties to this dispute shall agree within seven (7) days to the appointment of a single arbitrator and the issues to be arbitrated, either of the parties may notify the other party in writing of its desire to submit the difference to arbitration, which notice shall contain a statement of the difference and the name of the first party's appointee to a three-person arbitration team. The recipient of the notice shall, within five (5) days (exclusive of Saturdays, Sundays and other holidays) inform the other party of the name of its appointee to the arbitration team. The two appointees so selected shall, within five days (5) days (exclusive of Saturdays, Sundays and other holidays) of the appointment of the second of them meet to appoint a third person who shall be the Chairman;
 - b. if the recipient of the notice fails to appoint an arbitrator within the time limited under subsection (a), the appointment shall be made by the Minister of Municipal Affairs upon the request of either party. If the two appointees fail to agree upon a chairman within the time limit, the appointment shall be made by the Minister of Municipal Affairs upon the request of either party.
- (4) The decision of the single arbitrator, or a majority of the Arbitration Board, shall be binding upon the parties.

14. If The City declines to purchase the site, The City will work with the School Board in carrying out the procedures related to disposition of municipal reserve land. Such procedures shall include a public participation process, agreement on the proposed land use, and the disposal of municipal reserve in accordance with the Municipal Government Act. The sale of the site and buildings shall be done under the auspices of both The City and school boards. The proceeds of the sale shall be divided in the following manner:

- (1) An independent appraiser will be asked to assign a value to the land and a separate value for the building(s) on the site. The total value would be the combination of the land value and the building(s) on the site

(2) Based upon the independent appraisal, the School Board and the City will receive a proportional amount of the sale. For instance, if the land value is 60% of the total land and buildings, the City will receive 60% of the proceeds of the sale and the School Board would receive 40% of the proceeds of the sale. .

15. Amendments to this Agreement may be made only by the mutual consent of the parties to this Agreement.

16. This agreement shall supersede and replace the agreement between the parties dated the 26 day of March 1993.

17. This Agreement may be terminated by any of the parties on six (6) months' prior written notice.

IN WITNESS WHEREOF the parties hereto have executed these presents the day and year first above written.

THE CITY OF RED DEER

Per: *A. Housings*

Per: *Deputy City Clerk*

RED DEER PUBLIC SCHOOL BOARD DISTRICT NO. 104

Per: *Albert Beck*

Per: *Lindy Jeffries*

RED DEER CATHOLIC REGIONAL DIVISION #39

Per: *Don Dolan*

Per: *R. Dumont*

SCHEDULE "A"

Municipal Reserve Acreage Allocation Guidelines for Sites with Schools

As per the Community Services Standards and Guidelines included in the Community Services Master Plan

The acreage guidelines outlined below are approximate acreages which are variable, dependent on site configuration, topography, natural vegetation and special site conditions.

A. NEIGHBOURHOOD LEVEL SITES WITH K-8 or K-9 SCHOOLS:

| | <u>Acres</u> | <u>Hectares</u> |
|--|--------------|-----------------|
| (i) Junior High/Middle School building site and associated parking lot, front, rear and side yards | 3.5 | 1.4 |
| (ii) Recreation, playground and sportsfield area (City) | 9.0 – 20.0 | 3.6 - 8.1 |
| TOTAL SITE | 12.5 - 23.5 | 5.0 - 9.5 |
| | ==== | ==== |

B. DISTRICT LEVEL SITES WITH SENIOR HIGH SCHOOL(S):

| | <u>Acres</u> | <u>Hectares</u> |
|---|--------------|-----------------|
| (i) Senior High School (1) and associated parking lots, front, rear, and side yards | 12.0 | 4.9 |
| Senior High School (1) grounds and play area | <u>2.8</u> | <u>1.1</u> |
| TOTAL SENIOR HIGH SCHOOL SITE (1) | 14.8 | 6.0 |
| (ii) Senior High Schools (2) and associated parking lots, front, rear, and side yards | 24.0 | 9.8 |
| Senior High Schools (2) grounds and play area | <u>4.6</u> | <u>2.2</u> |
| TOTAL SENIOR HIGH SCHOOL SITE (2) | 29.6 | 12.0 |
| (iii) City owned Recreation play areas and sportsfields | 10.0 – 23.0 | 4.1 – 9.3 |
| TOTAL SITE (1 School & City owned Recreation Area) | 24.8 – 37.8 | 10.1 – 15.3 |
| TOTAL SITE (2 Schools & City owned Recreation Area) | 39.6 – 52.6 | 16.1 – 21.3 |

Revised July 16, 2002

Schedule B
Allocation of Municipal Reserve Agreement

**Allocation of Municipal Reserve
Red Deer Public School District #104**

| Facility | Site Size (acres) | Address | Postal Code | Phone | Lot | Block | Plan | Who Obtained the Site |
|---------------------------|----------------------|-----------------------|----------------|-----------|-------------|-------|----------|-----------------------------|
| Annie L. Gaetz | 3.03 | 32 Mitchell Avenue | T4N 0L6 | 347-5660 | S2 | - | 2342NY | City |
| Aspen Heights | 5 | 5869 69 Street Drive | T4P 1C3 | 347- 2581 | G | - | 2175HW | RDPSD |
| Central Middle | 10.59 | 5121 48 Avenue | T4N 3T7 | 346-4397 | S | 36 | 802-2591 | RDPSD |
| Central Services | | 4747 53 Street | T4N 2E6 | 343-1405 | S | 36 | 802-2591 | RDPSD |
| RD Christian Alt. Program | | 5205 48 Avenue | T4N 6X3 | 346-5795 | S | 36 | 802-2591 | RDPSD |
| Eastview | 10.6 | 3929 40 Avenue | T4N 2W5 | 343-2455 | S | - | 2479KS | RDPSD |
| Fairview | 4.12 | 5901 55 Street | T4N 4X7 | 343-8780 | S | - | 386NY | City |
| GH Dawe | 10.03 | 56 Holt Street | T4N 6A6 | 343-3288 | R1 | 18 | 4332TR | City |
| GW Smith | 4.26 | 17 Springfield Avenue | T4N 0C6 | 346-3838 | S | - | 5968MC | City |
| Glendale Middle | 4.22 | 6375 77 Street | T4P 3E9 | 340-3100 | 1 SR | - | 822-0158 | City |
| Grandview | 5.09 | 4145 46 Street | T4N 3C5 | 346-3223 | 1,2,5 &6 | 4 | 1376HW | RDPSD |
| Hunting Hills | 14.58 | 150 Lockwood Avenue | T4R 2M4 | 342-7799 | 2 SR | 6 | 932-2084 | City |
| Joseph Welsh | 5.01 | 4401 37 Avenue | T4N 2T5 | 346-6377 | S | - | 6337KS | City |
| LTCHS | 44.77 | 4204 58 Street | T4N 2L6 | 347-1171 | S | - | 4154RS | RDPSD |
| Maintenance Shop | 1.88 | 4230 58 Street | T4N 2L6 | 342-4421 | Lot D1 | - | 4154RS | RDPSD |
| Mountview | 5.73 | 4331 34 Street | T4N 0N9 | 346-5765 | S | 17 | 5480MC | City |
| Normandeau | 3.77 | 61 Noble Avenue | T4P 2C4 | 342-0727 | 1 SR | - | 812-0505 | City |
| North Cottage | 3.82 | 5704 60 Street | T4N 6V6 | 342-2170 | S | - | 4596 NY | RDPSD |
| North School (Koinonia) | | 6014 57 Avenue | T4N 4R3 | 346-1818 | S | - | 4596 NY | RDPSD |
| Oriole Park | 3.9 | 5 Oldbury Street | T4N 5A8 | 347-3731 | S1 | - | 878 NY | City |
| Pines | 2.07 | 8 Page Avenue | T4P 2T2 | 342-4434 | 5 SR | 9 | 862-1564 | City |
| West Park Elementary | 3 | 3814 55 Avenue | T4N 4N3 | 343-1838 | S | - | 3650 KS | City |
| West Park Middle | 16 | 3310 55 Avenue | T4N 4N1 | 347-8911 | S1 | - | 3088 RS | RDPSD |
| West Park Middle | 3.13 | 3310 55 Avenue | T4N 4N1 | 347-8911 | S | - | 3088 RS | RDPSD |
| Lot North of Camille | 1.26 | | | | L | - | 5083 MC | RDPSD |

Revised June 13, 2002

Schedule C
Allocation of Municipal Reserve Agreement

Allocation of Municipal Reserve
Red Deer Catholic Regional Division #39

| Facility | Site Size (acres) | Address | Postal Code | Phone | Lot | Block | Plan | Who Obtained the Site |
|------------------------|----------------------|--------------------|----------------|----------|-----|-------|----------|-----------------------------|
| School Board Office | 3.93 | 5210 61 Street | T4N 6N8 | 343-1055 | S1 | - | 3762NY | RDCRD |
| Camille J Lerouge | 7.53 | 5530 42a Avenue | T4N 3A8 | 347-7830 | N | - | 3882NY | RDCRD |
| Holy Family | 3.43 | 69 Douglas Avenue | T4R 2L3 | 341-3777 | 1SR | 9 | 922-0531 | City |
| Maryview | With St. Thomas | 3829 39 Street | T4N 0Y6 | 347-1455 | S1 | - | 3802NY | RDCRD |
| Notre Dame High | 11.65 | 50 Lees Street | T4R 2P6 | 342-4800 | 3SR | 6 | 952-0837 | City |
| St. Elizabeth Seton | 2.96 | 35 Addinell Avenue | T4R 1V5 | 343-6017 | 1 | 11 | 762-0826 | City |
| St. Martin de Porres | 2.79 | 3911 57a Avenue | T4N 4T1 | 347-5650 | S | 33 | 5187KS | RDCRD |
| St. Patricks Community | 10.00 | 56 Holt Street | T4N 6A6 | 343-3238 | R1 | 18 | 4332TR | City |
| St. Teresa of Avila | 4.67 | 190 Glendale Blvd. | T4P 2P7 | 346-0505 | SR2 | - | 882-0158 | City |
| St. Thomas Aquinas | 10.48 | 3821 39 Street | T4N 0Y6 | 346-9851 | S1 | - | 3802NY | RDCRD |



Date: December 4, 2006

To: Kelly Kloss
Legislative & Administrative Services Manager

From: Paul Goranson
Director of Development Services

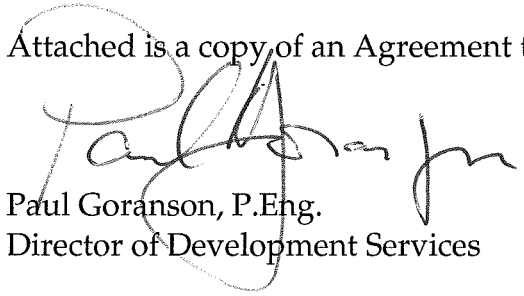
Re: **Red Deer Public Schools – Closure of Pines School**

As requested in your memo of November 15, following are our comments.

1. Who owns the land where the school is presently located?
The School Board owns the school site (0.82 ha), but not the adjacent park area (4 ha).
2. Would the closure of the school affect any joint use agreements?
Easements would be required for storm and sani-lines (if not already registered). See attached drawing.

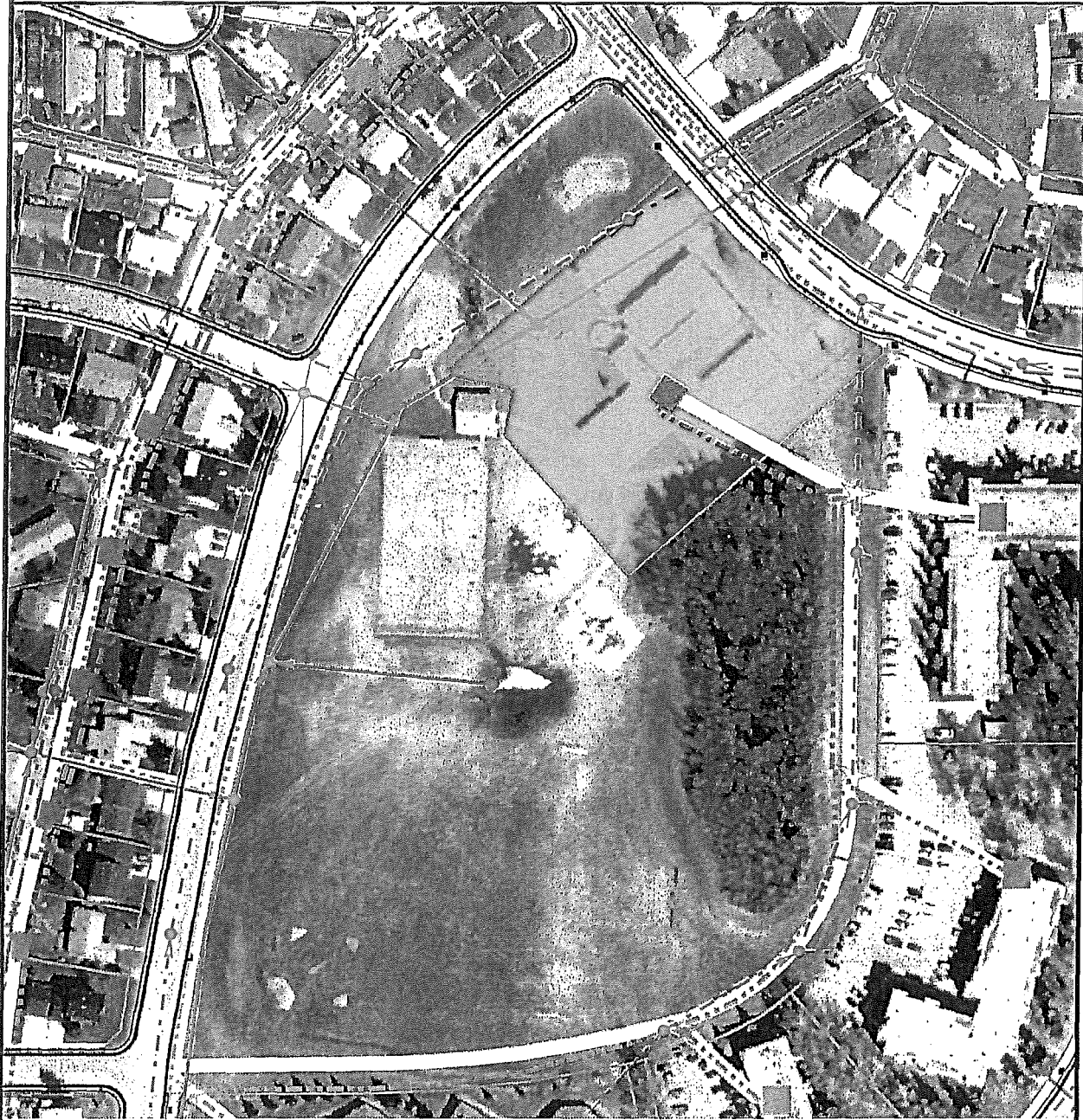
Note: traffic could be an issue for residents if a more intense use for the site is proposed (e.g. high density multi-family).

Attached is a copy of an Agreement that may cover further questions.



Paul Goranson, P.Eng.
Director of Development Services

/ldr
Attach.



LEGEND

Road
Water
Sanitary
Storm
Power
Base
2004 Ortho Image



2006/11/20
Scale 1 : 2000

The City of Red Deer does not guarantee
the accuracy of the information.
Data to be used as information only.

Alberta 1Call (1.800.242.3447) shall be
contacted for locations prior to excavation.

Copyright © 2005 The City of Red Deer

AGREEMENT FOR THE ALLOCATION OF
MUNICIPAL RESERVES
FOR SITES WITH SCHOOLS

REVISED JULY 30, 2002

NOV 20 2003

THIS AGREEMENT entered into this day of , 2003;

**PROVIDING FOR THE ALLOCATION OF MUNICIPAL
RESERVES FOR SITES WITH SCHOOLS**

BETWEEN:

THE CITY OF RED DEER
(hereinafter called "the City")

-and -

THE RED DEER CATHOLIC REGIONAL DIVISION NO. 39
(hereinafter called the "Catholic Board")

and -

THE RED DEER PUBLIC SCHOOL DISTRICT NO. 104
(hereinafter called "Public Board")

- and -

THE GREATER NORTH CENTRAL EDUCATION REGION NO. 2
(hereinafter called "le Conseil")

WHEREAS the *Municipal Government Act* (Section 670(1)) provides authority for a municipality and school authorities to enter into an agreement for the purpose of allocating municipal and school reserve lands;

AND WHEREAS the City the Public Board and the Catholic Board entered into an agreement dated December 31, 2002 dealing with the allocation of municipal and school reserve lands (the "Original Agreement");

AND WHEREAS le Conseil wishes to participate with the Catholic Board and the Public Board (hereinafter collectively referred to as "School Boards" and individually referred to as the "respective School Board") together with the City in the Original Agreement and all of the parties have therefore agreed to enter into a new agreement to replace the Original Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions herein contained and to be performed by the parties hereto, the parties hereto covenant and agree together as follows:

1. Except as herein provided, when reserve lands are required to be dedicated as a result of subdivision of lands within the corporate boundaries of the City, the title to such reserve lands shall be vested in the City as municipal reserves.
2. Except as herein provided, when money is taken in lieu of reserve lands as a result of subdivision of lands within the corporate boundaries of the City, the said money shall accrue to the City, be invested in the Public Reserve Trust Fund, and be expended in accordance with the provisions of the *Municipal Government Act*.
3. All proposed school sites shall be designated within the Major Area Structure Plans adopted by The City of Red Deer. Each Neighbourhood Area Structure Plan, adopted by the City of Red Deer, shall show the specific school site.
4. If the Neighbourhood Area Structure Plan contains a potential school site, the City shall attempt to acquire the school site through Municipal Reserve dedication in accordance with the *Municipal Government Act*. The potential school site shall remain as City Municipal Reserve until such time as the applicable School Board is ready to construct the school. At that time the land will be transferred to the respective School Board.
5. The parties acknowledge and agree that the Area Structure Plans may change from time to time however there shall be no changes to the proposed school sites unless all parties to this agreement concur.
6. The City shall refer new Area Structure Plans and amendments to existing Area Structure Plans to the School Board for comments.
7. (1) A joint planning committee (herein "the Committee") is hereby established which shall consist of the following:
 - a) the Director of Community Services of the City;
 - b) a representative of the Public Board;
 - c) a representative of the Catholic Board;
 - c.1) a representative of le Conseil;
 - d) a representative from each of the Recreation, Parks & Culture Department, and Social Planning Department of The City; and
 - e) a representative of the staff of Parkland Community Planning Services.
- (2) The duties of the Committee shall include:
 - a. making recommendation to the City on the proposed location of school sites;

- b. making recommendation to The City and the School Boards respecting the area of reserve lands to be allocated to a school board for the development of a school in accordance with the guidelines outlined in Schedule "A" annexed hereto;
 - c. making decisions with respect to the development of playgrounds upon reserve lands in conjunction with the playground development upon the school sites;
 - d. reviewing (for information only) plans for open spaces, parks and playgrounds to be developed in neighbourhoods which do not include a school site;
 - e. reviewing all proposals for school building expansion additions and all site redevelopment;
 - f. develop a joint use agreement governing the use and the scheduling of the use of playgrounds on reserve land in conjunction with the school sites;
 - g. making recommendations to The City and /or the School Boards on any policies related to school sites or development thereon; and
 - h. making recommendations to The City and/or the School Boards on land acquisitions if required for school purposes.
- (3) The recommendations of the Committee shall not be binding on parties hereto.
8. The title to the lands designated for proposed school sites will be vested in the name of The City, and subject to clause 10(2), the title to each site will be transferred to the respective School Board without cost as recognition of need is declared and funds are approved by the *Alberta Government* for the construction of a school building on a particular site.
9. When a School Board requests title to the lands for school purposes, The City (Land and Economic Development Department) shall pay all costs for the preparation of the transfer documents and respective School Board shall be responsible for all costs incurred in registering such transfer documents.
10. (1) All school sites, except high school sites, will be provided from the 10% Municipal Reserve Dedication required pursuant to the Municipal Government Act, and shall be serviced with power, water, storm sewer, and sanitary sewer, and with all City provided local improvements and services, constructed adjacent to the property line, subject always to the capability of the City to provide such services and utilities having regard to the logical progression and the development of the City's service pattern.
- (2) Off-site levies for the services provided pursuant to clause 10.(1) shall be recovered by the City from the balance of the subdivision within which the school site is situate.

- (3) With respect to the development of high school sites, which may exceed the 10% Municipal Reserve Dedication, the payment of off-site levies with respect to such development and the cost of land acquisition will be by way of separate agreement negotiated between the parties.
11. Lands reserved hereunder for school sites, which are undeveloped and are not required for school purposes, will be retained by the City for recreation and park use, subject to the provisions of the *Municipal Government Act*.
 12. (1) When a school site that was transferred by the City to a School Board as shown in Schedule B,C or D or which is transferred to a School Board after the date of this agreement, is no longer required by a School Board for school purposes, the City shall be so notified in writing and shall have, for a period of six (6) months after receipt of such notification, an option to purchase the dedicated lands and all improvements thereon at a purchase price determined as follows:
 - a. the lands excluding improvements at a value of one (\$1.00) dollar, plus
 - b. subject to the regulations and constraints established by the Alberta Government in connection with the disposal of school buildings, the value of all school buildings and related improvements situate upon the site as determined by an independent qualified appraiser selected by mutual agreement by the City and the respective Board.
 - (2) The purchase price will be paid in cash on conveyance of title following exercise of the option to purchase.
 - (3) After transfer of title, the school site and all improvements thereon will be retained by the City for recreation and park use and as municipal reserve, subject to any other disposition pursuant to the provisions of the *Municipal Government Act*.
 13. (1) In the event the parties to this Agreement are unable to agree on the:
 - a. purchase price of the building; or
 - b. fair value of the Board's improvements; or
 - c. size of a school site;

within sixty (60) days from the date upon which such issues arises, then every such dispute shall be finally and conclusively determined by arbitration, at the request of either party, pursuant to the provisions of the *Arbitration Act* of Alberta.
 - (2) Should arbitration be required, then:

- a. unless the parties to this dispute shall agree within seven (7) days to the appointment of a single arbitrator and the issues to be arbitrated, either of the parties may notify the other party in writing of its desire to submit the difference to arbitration, which notice shall contain a statement of the difference and the name of the first party's appointee to a three-person arbitration team. The recipient of the notice shall, within five (5) days (exclusive of Saturdays, Sundays and other holidays) inform the other party of the name of its appointee to the arbitration team. The two appointees so selected shall, within five days (5) days (exclusive of Saturdays, Sundays and other holidays) of the appointment of the second of them meet to appoint a third person who shall be the Chairman;
 - b. if the recipient of the notice fails to appoint an arbitrator within the time limited under subsection (a), the appointment shall be made by the Minister of Municipal Affairs upon the request of either party. If the two appointees fail to agree upon a chairman within the time limit, the appointment shall be made by the Minister of Municipal Affairs upon the request of either party.
- (4) The decision of the single arbitrator, or a majority of the Arbitration Board, shall be binding upon the parties.
14. If The City declines to purchase the site, The City will work with the School Board in carrying out the procedures related to disposition of municipal reserve land. Such procedures shall include a public participation process, agreement on the proposed land use, and the disposal of municipal reserve in accordance with the *Municipal Government Act*. The sale of the site and buildings shall be done under the auspices of both The City and the School Boards. The proceeds of the sale shall be divided in the following manner:
 - a) an independent appraiser will be asked to assign a value to the land and a separate value for the building(s) on the site. The total value would be the combination of the land value and the value for the building(s) on the site.
 - b) based upon the independent appraisal, the School Board and the City will receive a proportional amount of the sale. For instance, if the land value is 60% of the total land and buildings, the City will receive 60% of the proceeds of the sale and the School Board would receive 40% of the proceeds of the sale.
15. Amendments to this Agreement may be made only by the mutual consent of the parties.
16. This agreement shall supersede and replace the agreements between the City, the Public Board and the Catholic Board dated the 26 day of March 1993 and the 31st day of December, 2003.
17. This Agreement may be terminated by any of the parties on six (6) months' prior written notice.

IN WITNESS WHEREOF the parties hereto have executed these presents the day and year first above written.

THE CITY OF RED DEER

Per: _____
(c/s)

**THE RED DEER PUBLIC SCHOOL
BOARD DISTRICT NO. 104**

Per: _____

Per: _____

**THE RED DEER CATHOLIC
REGIONAL DIVISION NO. 39**

Per: _____

Per: _____

**THE GREATER NORTH CENTRAL
EDUCATION REGION NO. 2**

Per: _____

Per: _____

SCHEDULE "A"

**Municipal Reserve Acreage Allocation Guidelines
for Sites with Schools
As per the Community Services Standards and Guidelines included in the
Community Services Master Plan**

The acreage guidelines outlined below are approximate acreages which are variable, dependent on site configuration, topography, natural vegetation and special site conditions.

A. NEIGHBOURHOOD LEVEL SITES WITH K-8 or K-9 SCHOOLS:

| | Acres | Hectares |
|--|--------------------|------------------|
| (i) Junior High/Middle School building site and associated parking lot, front, rear and side yards | 3.5 | 1.4 |
| (ii) Recreation, playground and sportsfield area (City) | 9.0 - 20.0 | 3.6 - 8.1 |
| TOTAL SITE | <u>12.5 - 23.5</u> | <u>5.0 - 9.5</u> |
| B, DISTRICT LEVEL SITES WITH SENIOR HIGH SCHOOL(S): | | Acres |
| | | Hectares |
| (i) Senior High School (1) and associated parking lots, front, rear, and side yards | 12.0 | 4.9 |
| Senior High School (1) grounds and play area | <u>2.8</u> | <u>1.1</u> |
| TOTAL SENIOR HIGH SCHOOL SITE (1) | 14.8 | 6.0 |
| (ii) Senior High Schools (2) and associated parking lots, front, rear, and side yards | 24.0 | 9.8 |
| Senior High Schools (2) grounds and play area | <u>4.6</u> | <u>2.2</u> |
| TOTAL SENIOR HIGH SCHOOL SITE (2) | 28.6 | 12.0 |
| (iii) City owned Recreation play areas and sportsfields | 10.0-23.0 | 4.1-9.3 |
| TOTAL SITE (1 School & City owned Recreation Area) | 24.8-37.8 | 10.1-15.3 |
| TOTAL SITE (2 Schools & City owned Recreation Area) | 39.6-52.6 | 16.1-21.3 |

Dated: 2003

BETWEEN:

THE CITY OF RED DEER
(hereinafter called "the City")

-and -

THE RED DEER CATHOLIC REGIONAL DIVISION
NO. 39
(hereinafter called the "Catholic Board")

and -

THE RED DEER PUBLIC SCHOOL DISTRICT NO.
104
(hereinafter called "Public Board")

- and -

THE GREATER NORTH CENTRAL
EDUCATION REGION NO. 2
(hereinafter called "le Conseil")

PROVIDING FOR THE ALLOCATION OF
MUNICIPAL
RESERVES FOR SITES WITH SCHOOLS

Chapman Riebeek
Barristers & Solicitors
208, 4808 Ross Street
Red Deer, Alberta
T4N 1X5

Donald J. Simpson

Telephone: (403) 346-6603

Fax: (403) 340-1280

File No. 28,550 DJS

Date: December 6, 2006
To: Kelly Kloss, Legislative and Administrative Services Manager
From: Angus Schaffenburg, Major Projects Planner
Subject: Red Deer Public Schools – Possible Closure of Pines School

The Community Services Division, as you requested, is providing comment on the process to be followed if the Red Deer School Board decides not to use the Pines School for school purposes. The staff who took part in the discussion was: Greg Scott, Nick Riebeek, Kay Kenny, Ron Kraft, Tony Lindhout, Christina Lust and I.

The Pines School is identified on Schedule B of the Agreement of October 21, 200³~~6~~ between The City of Red Deer, The Red Deer Catholic Regional Division No 39, The Red Deer Public School District No. 104 and The Greater North Central Education Region No. 2. Therefore if the Red Deer School Board determined that the Pines School is no longer required for school purposes then Section 12 and other provisions would become operative. Section 12 (1) is quoted below:

12. (1) When a school site that is transferred by the City to a School Board as show in Schedule B, C. or D or which is transferred to a School board after the date of the agreement, is no longer required by a School Board for school purposes, the City shall be so notified in writing and shall have, for a period of six (6) months after receipt of such notification, an option to purchase the dedicated lands and all improvements thereon at a purchase price determined as follows:
- a) the lands excluding improvements at a value of one (\$1.00) dollar, plus
 - b) subject to regulation and constraints established by the Alberta Government in connection with the disposal of school building, the value of all school buildings and related improvements situate upon the site as determined by an independent qualified appraiser selected by mutual agreement by the City and the respective Board.

cc: Colleen Jensen, Community Services Director
Paul Goranson, Director of Development Services

Christine Kenzie

From: Kelly Kloss
Sent: December 08, 2006 9:30 AM
To: Christine Kenzie
Subject: FW: Possible Closure_of_Pines_School

Attachments: DMPROD-#597499-v1-Dec__5__2006_Closure_of_Pines_School.DOC

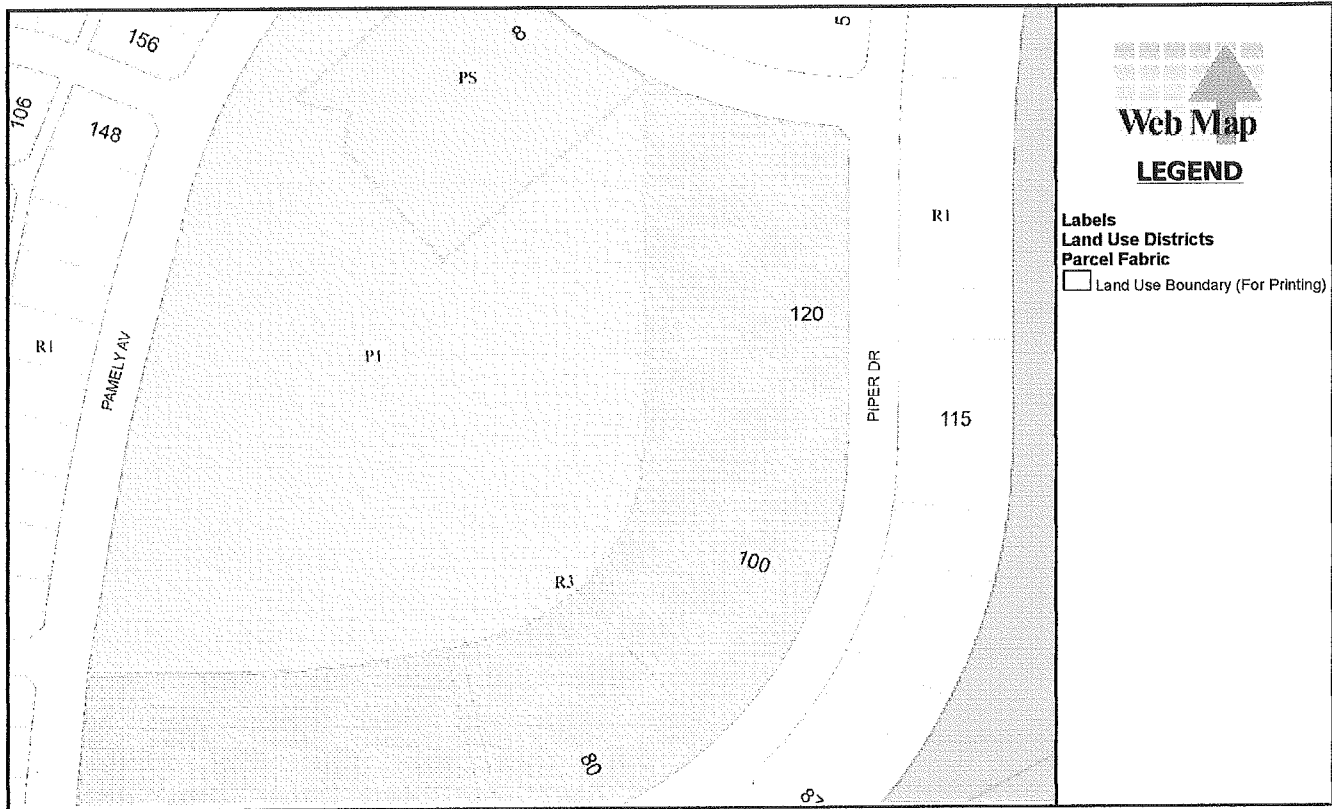
Kelly Kloss
Manager
Legislative & Administrative Services
The City of Red Deer
(403) 342-8134 Office
(403) 346-6195 FAX
kelly.kloss@reddeer.ca

From: Angus Schaffenburg
Sent: December 06, 2006 1:36 PM
To: Kelly Kloss
Cc: Colleen Jensen; Paul Goranson; Greg Scott; Tony Lindhout; Christina Lust; Nick Riebeek; Dave Matthews; Angus Schaffenburg
Subject: Possible Closure_of_Pines_School



DMPROD-#597499-
v1-Dec__5__2006...

Please contact me if you have any questions.



Map Produced By The City of Red Deer
2007/01/06
Scale 1 : 2114

The City of Red Deer does not guarantee the accuracy of the information. Data to be used as information only.

Copyright © 2007 The City of Red Deer

Christine Kenzie

To: Don Falk
Subject: RE: Notice to Red Deer City Council

Thanks for getting back to me. We will have a response for you prior to January 31, 2007.

Christine Kenzie
Legislative & Administrative Services
City of Red Deer
403.342.8201
christine.kenzie@reddeer.ca

-----Original Message-----

From: Don Falk [mailto:dfalk@rdpsd.ab.ca]
Sent: November 16, 2006 8:14 PM
To: Christine Kenzie
Cc: Kelly Kloss
Subject: Re: Notice to Red Deer City Council

Dear Christine,

It would be appreciated, if City Council chooses to provide a statement with respect to the possible closure of Pines Community School, that it submit its statement prior to January 31, 2007.

Regards,
Don Falk
Superintendent - Red Deer Public Schools
Tel: 403-342-3710
Fax: 403-347-8190
Web: www.rdpsd.ab.ca

"Christine Kenzie" <Christine.Kenzie@reddeer.ca> on Wednesday, November 15, 2006 at 2:04 PM -0700 wrote:

>
>The City Manager has forwarded your request for comments regarding the
>closure of Pines School to this department.
>
>We will be circulating your request to various city departments for
>comment and will submit a response to you in the near future.
>
>Please let me know what your timelines are with respect to receiving
>comments. I had left a message for your assistant Margo Lukes yesterday
>but she did not return my call.
>
>Thanks.
>

[This message has been scanned for security content threats, including computer viruses.]

Christine Kenzie

From: Don Falk [dfalk@rdpsd.ab.ca]
Sent: November 16, 2006 8:14 PM
To: Christine Kenzie
Cc: Kelly Kloss
Subject: Re: Notice to Red Deer City Council

Attachments: ATT44360.txt



ATT44360.txt (243
B)

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Superintendent - Red Deer Public Schools
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[This message has been scanned for security content threats, including computer viruses.]

Christine Kenzie

To: dfalk@rdpsd.ab.ca
Cc: Kelly Kloss
Subject: Notice to Red Deer City Council

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Thanks.

Christine Kenzie
Legislative & Administrative Services
City of Red Deer
403.342.8201
christine.kenzie@reddeer.ca

FOR REVIEW / SIGNING

~~7100 RESPONSE FROM AN
FALK~~

→ FOUND NOTHING RE
CLOSURE OF PINE CREEK
SCHOOL -
Coke.



Legislative & Administrative Services

DATE: November 15, 2006

TO: Colleen Jensen, Community Services Director
Paul Goranson, Director of Development Services
Greg Scott, Recreation, Parks and Culture Manager
Tony Lindhout, Parkland Community Planning Services
City Solicitor

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: Request for Comments: By Monday, December 4, 2006
Red Deer Public Schools – Closure of Pines School

The City of Red Deer has been invited to provide comments to the Red Deer Public School Board regarding the proposed closure of the Pines School. Correspondence received from Mr. Don Falk, Superintendent of Schools, is attached for your reference.

Please provide your comments as to how the closure of Pines School would affect The City of Red Deer keeping in mind the following, but not being limited to:

- Who owns the land where the school is presently located?
- If they own the land, what process was undertaken for the school to obtain the lands?
- Would the closure of the school affect any joint use agreements?

I will compile the responses received and forward a formal response to the Red Deer Public School Board.

Please call if you have any questions.



Kelly Kloss
Manager

/attach.

From: Don Falk [dfalk@rdpsd.ab.ca]
Sent: November 14, 2006 10:52 AM
To: Mary McGarry
Subject: Fwd: Notice to Red Deer City Council

Attachments: 2006-10-31 Pines School Correspondence.pdf; ATT28372.txt



2006-10-31 Pines ATT28372.txt (243
School Corres... B)

----- Original Message -----

Tuesday, November 14, 2006 10:45:34 AM

Message

From: Don Falk
Subject: Notice to Red Deer City Council
To: Norbert Van Wyk
Cc: Margo Lukes
Attachments: 2006-10-31 Pines School Correspondence.pdf

982K

Norbert Van Wyk
City Manager - City of Red Deer
P.O. Box 5008
4914 - 48 Avenue
Red Deer, AB T4N3T4

Dear Mr. Van Wyk:

Re: Consideration of Closure of Pines Community School

Please be advised that, at its regular meeting of October 25, 2006, the Board of Trustees of the Red Deer Public School District No. 104, approved the following resolution:

Mrs Macaulay moved that the Board approve the recommendation to undertake a study of the possible closure of Pines Community School.

Carried Unanimously

Please be advised further that Alberta Regulation 238/97 (School Act - Closure of Schools Regulation) requires that the council of the municipality in which the school is located shall have opportunity to provide a statement to the Board of Trustees with regard to the impact that the closure of the school may have on the community. Accordingly, the Red Deer City Council is invited to provide such a statement, either verbally or in writing, to the Board of Trustees of the Red Deer Public School District No. 104, in the event that it desires to do so.

Attached is correspondence that was sent recently to all parents of students enrolled at Pines Community School. This correspondence contains particulars regarding the possible closure of the school.

Please feel free to contact my office with any questions or comments.

Sincerely,

Don Falk
Superintendent of Schools

(original letter to follow)

[This message has been scanned for security content threats, including computer viruses.]



Don Falk
Superintendent of Schools
Direct Line: 403-342-3710
Email: dfalk@rdpsd.ab.ca

October 31, 2006

Dear Parents of Students Enrolled at Pines Community School:

Re: Public Information Meeting Regarding Possible School Closure

At its meeting of October 25, 2006, the Board of Trustees approved a resolution to consider the closure of Pines Community School. This consideration process will involve a number of steps, the first of which is a public information meeting.

The public information meeting is scheduled for 7:00 pm on Tuesday, November 14, 2006, and will be held at the Pines Community School, 8 Page Avenue, Red Deer. All parents of students enrolled at the school, representation from Red Deer City Council, and all members of the general public are invited to attend the meeting.

The purpose of the public information meeting is to discuss the information presented below, as well as other matters associated with the possible closure of the school. Parents and other members of the public will also have opportunity to ask questions and provide comment on the possible closure.

1. **How the Closure Would Affect the Attendance Area Defined for the School:**
At the present time, it is proposed that students living in the Pines neighbourhood be redesignated to Normandeau Elementary School and that students living in the Downtown/Parkvale/Woodlea/Waskasoo neighbourhood be redesignated to Grandview Elementary School.
2. **How the Closure Would Affect the Attendance at Other Schools:**
The enrolment at Normandeau Elementary School would increase by approximately 40 students. At present, there is sufficient space at Normandeau School to accommodate these students. The enrolment at Grandview Elementary School would increase by approximately 28 students. At present, there is sufficient space at Grandview School to accommodate these students.
3. **Information on the Board's Long Range Capital Plan:**
Information on the Board's Capital Plan is attached to this letter.
4. **The Number of Students Who Would Need to be Relocated as a Result of the Closure:**
Pines Community School currently enrolls 124 students in Kindergarten to Grade 5. Of these, 26 students are enrolled in Grade 5 and will be assigned to a designated middle school in 2007/08. The remaining 98 students would need to be relocated to another elementary school. Incoming Kindergarten students (estimated at approximately 20 students) would also need to be redesignated to another school. It is also important to note that, of the 124 students enrolled at Pines Community School, 56 students do not live within the designated attendance area of the school. If the school is closed, many or all of these students may choose to attend a new school other than those which are designated for the former Pines attendance areas.



5. The Need for, and Extent of, Busing:
Current school board policy provides for busing of all Grade 1-5 students who live more than 1.6 km from their designated school. Kindergarten children are sometimes able to access bus transportation, depending on the space available. Grade 1-5 students living in the Pines neighbourhood and living beyond 1.6 km from Normandeau School would be eligible for busing to Normandeau School under current Board policy. Grade 1-5 students living in the Downtown/Parkvale/Woodlea/Waskasoo neighbourhood and living beyond 1.6 km from Grandview School would be eligible for busing to Grandview School under current Board policy. The extent to which busing would be available to students living less than 1.6 km from their new designated school would be dependent on a decision of the Board of Trustees. This is an issue which the advisory committee will have opportunity to consider.
6. Program Implications for Other Schools and for the Students When They Are Attending Other Schools:
The Stepping Stones Program, a special education program which enrolls 14 students at Pines Community School, would have to be redesignated to another school. Because this is a district program enrolling students from across the school district, the Stepping Stones Program could be relocated to any other elementary school where there is space. Current Pines' students who are designated to attend a new elementary school would continue to have access to the same programs that are presently available to them.
7. The Educational and Financial Impact of Closing the School, Including the Effect on Operational Costs and Capital Implications:
 - a) Educational Impact - All students will be assigned to another elementary school within the Red Deer Public School District and would continue to have access to the same educational program that is presently available to them.
 - b) Financial Impact - The anticipated annual financial savings associated with closure are as follows:

| | |
|--|------------------|
| • Subsidy provided to Pines School to enable operation | \$114,000 |
| • Administrative allowances | 26,000 |
| • Office/Library support | 55,000 |
| • Caretaking services | 46,000 |
| • Utilities | 36,000 |
| • Sub-total | <u>277,000</u> |
| • Less Cost of Possible Additional Busing | <u>38,000</u> |
| • Total Savings | <u>\$239,000</u> |
 - c) Capital Implications:
It is possible that some minor renovations would be required at the school that would receive the Stepping Stones Program. These would be accommodated within the district's regular operations and maintenance budget. There are no other anticipated capital costs associated with the closure of Pines Community School.
8. The Educational and Financial Impact, and Capital Implications, if the School Were to Remain Open:
 - a) Educational Impact - Pines Community School would continue to operate as it does presently. The opportunity to address the goals of the district's Capital and Facility Plan would be diminished.
 - b) Financial Impact - The subsidies and other costs associated with the present operation of Pines Community School would be maintained.

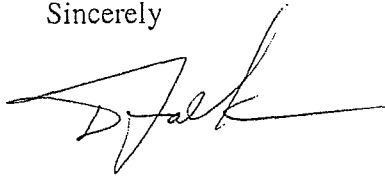
- c) Capital Implications - The opportunity for the district to implement its Capital Plan, including new school construction in high growth neighbourhoods, would be diminished.

Following the public information meeting, a Board of Trustees advisory committee, consisting of two members of the Board of Trustees, two parent representatives, the principal of the school and the Superintendent of Schools or his designate will be struck. This advisory committee will be chaired by a trustee and will:

- address all the matters listed above, as well as other matters associated with the possible closure of the school,
- request input from all interested parties,
- assess and organize all relevant information, and
- make recommendations to the Board of Trustees within 90 days.

A complete description of the process for considering school closure, including the policy and regulatory requirements, are attached to this letter. Please contact my office at 324-3710 with any questions you may have regarding the process by which consideration for school closure will be given.

Sincerely

A handwritten signature in black ink, appearing to read 'Don Falk', with a long horizontal stroke extending to the right.

Don Falk
Superintendent of Schools

DBF:ml

Attachments (3)

cc: Red Deer City Council

School Facility Plans

10 Year Capital Plan

In preparation of the submission of the District's 2006 Capital Plan, the District, together with the Red Deer Catholic Regional School Division, commissioned an update to the Facility Planning Study done by the two boards in 2001. The District applied to Alberta Infrastructure and was subsequently approved for a grant that provided a significant portion of the funding for this study. The study was originally expected to be completed in the fall of 2005.

At the suggestion of the Red Deer Catholic Regional School Division, the Chinook's Edge School Division joined the study and the completion deadline was delayed as a result of the additional time required to collect the data for that portion of the study.

The Facility Planning Study includes a comprehensive review of projected student enrolments to the year 2020 and enrolment trends for all schools in each jurisdiction.

The Facility Planning Study was guided by the principle "that enhanced educational opportunities would be available for all students if efficient, appropriately sized, and upgraded facilities were provided."

The Red Deer Public Schools section of the study was further guided by the following objectives:

- Accommodate the current capacity of Gateway Christian School; prepare for the future growth of the school; and enable the addition of high school grades to the program.
- Address the issue of the five elementary schools (GW Smith, Mountview, Annie L Gaetz, Joseph Welsh, and Grandview) in five adjacent quarter sections.
- Provide facilities to accommodate the student population growth in the south and east sectors of the city.
- Address the issue of surplus student spaces in the north sector.

Three Year Capital Plan

As part of the process of developing a Three Year Capital Plan with a view to its long term facility needs, the District hosted two public meetings and invited feedback from interested stakeholders. The District's Facility Committee reviewed the report, considered the feedback and requested additional information from the consultants as it considered the various accommodation options available.

The accommodation option that was approved and, subsequently, becomes the Capital Facility plan of the District, includes the following facility requirements over the next 5 years:

- The acquisition of River Glen School from Chinook's Edge School Division to house the secondary program for the Gateway Christian School. The Sunnybrook neighborhood students attending G W Smith Elementary would be redesignated to Mountview Elementary School so the G W Smith Elementary School can be redesignated to house Gateway Christian School Kindergarten to grade 5 and then the current Gateway Christian School building would be decommissioned. This building, if it were to continue to be used, would require substantial funding for a complete modernization.
- The immediate construction a new core 450 student capacity Kindergarten to grade 5 school in Aspen Ridge for students in Anders Park (four quarter sections of land) and Inglewood (two quarter sections of land) neighborhoods. This school would open in the Fall of 2008.
- The immediate modernization of Aspen Heights Elementary School and the replacement of the four portable classrooms attached to that school. This particular school building has significant student health and safety concerns but the facility is full and all of the students attending this school are within walking distance of the school.
- The relocation of Pines Community School students to Normandeau Elementary School and Grandview Elementary School and the decommissioning of Pines Community School.
- The construction of a new core 450 student capacity Kindergarten to grade 5 school in the Timberstone subdivision, opening in the Fall of 2011, with a student capacity of 350 to meet the future growth in north-east Red Deer.

The entire Facility Planning Study extends the students enrolment numbers out over the next ten years and includes accommodation options specific to each of the three jurisdictions to that span of time. The Facility Study in its entirety will be available as soon as it has been publicly approved by each of the partner boards to the study.

We believe that the new Facility Capital Plan is a very thorough and strategic plan that will meet the needs of the students of Red Deer Public Schools over the next five years.

Policy and Regulations

6.08.01 - School Closure

Policy Approved: 96-02-14
Regulation Approved:

POLICY

The Board of Trustees holds that it is desirable to operate schools that provide the best possible facilities and resources for all students.

When, in the judgment of the Superintendent of Schools, or a committee of the Board of Trustees, the continued operation of a school is deemed to be disadvantageous to the District, the Superintendent of Schools, or the committee of the Board of Trustees, will refer the possible closure of that school to the Board of Trustees for consideration.

1. When a referral from the Superintendent of Schools or a committee of the Board of Trustees concerning the possible closure of a school is received by the Board of Trustees, the Board of Trustees will determine whether or not to proceed with further study.
2. Once closure is chosen as a possibility, the Board of Trustees shall notify the students, parents, teachers and public of the possibility. The notice will indicate that a thorough study of the situation will be undertaken. An initial public information meeting, to which all interested persons are invited, will be conducted to make public the Board of Trustees' intentions and to notify the public that no decision will be made immediately. A minimum of two Trustees shall attend the initial public information meeting.
3. Following the public information meeting, a Board of Trustees advisory committee will be struck, consisting of two Board of Trustees members, two parent representatives, the principal of the school and the Superintendent of Schools or his designate. This committee will be chaired by a Trustee, and will:
 - a. request input from all interested parties,
 - b. assess and organize all relevant information, and
 - c. make recommendations to the Board of Trustees within 90 days.
4. The committee shall address, but not be restricted to the following topics:
 - a. the attendance area of the school,
 - b. the attendance at other schools of the relocated students,
 - c. the busing arrangements which may be necessary,
 - d. the effect of the closure on the social environment,
 - e. program implications for the relocated students,
 - f. the educational and financial impact of closing the school,
 - g. the educational and financial impact of not closing the school,
 - h. possible alternate uses of the school,
 - i. disposition of the staff.

Policy 6.08.01 - School Closure

5. On receipt of the report of the advisory committee, the Board of Trustees may pursue closure by notice of motion at a regular Board of Trustees meeting proposing that a specific school be closed and specifying the date of such closure.
6. Following a notice of motion to close a school, the Board of Trustees shall set a date for the purpose of discussing the proposed resolution. Advance notice of at least three weeks shall be provided and the public must be made aware of the proposed closure. A reasonable period of time shall be provided at the meeting of the Board of Trustees prior to the vote on the notice of motion for the presentation of responses to the Board of Trustees.
7. The above notwithstanding, the period of time between the initial referral by the Superintendent of Schools, or a committee of the Board of Trustees, and the vote on the notice of motion shall not be less than six months.

(Consolidated up to 170/2004)

ALBERTA REGULATION 238/97

School Act

CLOSURE OF SCHOOLS REGULATION

Table of Contents

- 1 Definitions
- 1.1 Non-application of sections
- 1.2 Exemption from requirements
- 2 Closure of schools, etc.
- 3 Policies and procedures for closure of schools
- 4 Notification of proposed closure
- 5 Public meetings
- 6 Decision on closure
- 7 Closure within school year
- 8 Expiry

Definitions

1 In this Regulation,

(a) "closure" means any action referred to in section 2;

(a.1) "Ministers" means, for the purposes of sections 6 and 7, the Ministers determined under section 16 of the *Government Organization Act* as the Ministers responsible for Part 7 of the *School Act*;

(b) "school year" means the 12-month period beginning on September 1 and ending on the following August 31.

AR 238/97 s1;223/2002;257/2003

Non-application of sections

1.1(1) Sections 4 to 7 do not apply to a closure that occurs

(a) in connection with the transfer by one board to another board or to the operator of a charter school of the ownership of real property on which a school building is located and the school building will continue to be used for the instruction or accommodation of students,

- (b) as a result of the Minister's having directed the board to dispose of the school building pursuant to section 200(3) of the Act, or
- (c) pursuant to section 2(b) if
 - (i) the school has more than one education program,
 - (ii) the students in the grades being closed are all in the same education program, and
 - (iii) the education program referred to in subclause (ii) is to be transferred to another school.

(2) Where a board plans to transfer an education program pursuant to subsection (1)(c)(iii), the board shall organize and convene an information meeting for the purpose of informing the parents of the students affected by the transfer of the transfer and the alternative arrangements for continuing the education program at another school.

AR 135/2003 s2;257/2003;170/2004

Exemption from requirements

1.2(1) The Minister may, on the written request of a board or on the Minister's initiative, exempt a board from the requirements of sections 4 to 7 in respect of a closure that occurs

- (a) as a result of the board's inability to comply with section 57(2) of the Act, or
- (b) for health or safety reasons.

(2) The Minister may, on the written request of a board, exempt the board from the requirements of sections 4 to 7 in respect of a closure if the Minister is satisfied that the board has consulted with the community regarding any change in grades and programs in one or more of the schools operated by the board.

AR 257/2003 s4;170/2004

Closure of schools, etc.

2 A board may

- (a) close a school permanently or for a specified period of time,
- (b) close entirely 3 or more consecutive grades in a school, or

- (c) repealed AR 257/2003 s5,
- (d) transfer all students from one school building to one or more other school buildings on a permanent basis.
AR 238/97 s2;257/2003

Policies and procedures for closure of schools

3 A board may develop and implement policies and procedures with respect to closure of schools that are not inconsistent with this Regulation.

AR 238/97 s3;257/2003

Notification of proposed closure

4(1) Where a board is considering the closure of a school, the board shall

- (a) raise the matter by way of a motion at a regular meeting of the board, and
- (b) in writing notify the parents of every child and student enrolled in the school who, in the opinion of the board, will be significantly affected by the closure of the school.

(2) A notice referred to in subsection (1)(b) shall set out the following:

- (a) how the closure would affect the attendance area defined for that school;
- (b) how the closure would affect the attendance at other schools;
- (b.1) information on the board's long-range capital plan;
- (c) the number of students who would need to be relocated as a result of the closure;
- (d) the need for, and extent of, busing;
- (e) program implications for other schools and for the students when they are attending other schools;
- (f) the educational and financial impact of closing the school, including the effect on operational costs and capital implications;
- (g) the educational and financial impact if the school were to remain open;

- (h) and (i) repealed AR 257/2003 s7;
- (j) the time and location of the public meeting referred to in section 5(1)(a).
- (3) A notice referred to in subsection (1)(b) may set out the following:
 - (a) the capital needs of the schools that may have increased enrolment as a result of the closure, and
 - (b) the possible uses of the school building or space in the school building if
 - (i) the entire school is being closed, or
 - (ii) 3 or more consecutive grades in the school are being closed entirely.

AR 238/97 s4;257/2003;170/2004

Public meetings

5(1) Where a board has given notice of motion at a regular meeting of the board that it is considering the closure of a school, the board

- (a) shall organize and convene a public meeting for the purpose of discussing the information provided to the parents under section 4,
- (b) shall provide an opportunity for the council of the municipality in which the school is located to provide a statement to the board of the impact the closure may have on the community, and
- (c) may hold other meetings with respect to the closure at times and places as the board may determine.

(2) The date and place of the public meeting referred to in subsection (1)(a) shall be

- (a) posted in 5 or more conspicuous places in the area or areas of the school or schools affected by the closure, for a period of at least 14 days before the date of the public meeting, and
- (b) advertised in a newspaper circulating within the area or areas of the school or schools affected by the proposed closure, on at least 2 occasions as close as is practicable to the date of the meeting.

(3) At least 2 trustees of the board shall attend the public meeting referred to in subsection (1)(a).

(4) A board shall ensure that minutes of all public meetings held under this section are prepared.

AR 238/97 s5;257/2003

Decision on closure

6(1) A board shall not make a final decision on the proposed closure until at least 3 weeks have passed since the date of the public meeting referred to in section 5(1)(a).

(2) A board shall give due consideration to any written submissions on the proposed closure that it receives after the public meeting referred to in section 5(1)(a).

(3) A board

(a) shall by resolution decide whether to close the school, and

(b) if the decision is to close the school, shall forthwith notify the Ministers in writing of the decision.

AR 238/97 s6;223/2002;257/2003

Closure within school year

7(1) All school closure procedures shall be initiated and completed within the school year in which the decision to close the school is made.

(2) Notwithstanding subsection (1), on the written request of the board, the Ministers may extend the school closure procedures beyond one school year.

AR 238/97 s7;257/2003

Expiry

8 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be re-passed in its present or an amended form following a review, this Regulation expires on November 1, 2008.

AR 238/97 s8;223/2002;257/2003

9 Repealed AR 223/2002 s5.

| | |
|--|-----|
| Page and 49 Avenues - Road barricade - B. Ramji | 125 |
| Provencher, Rene - cap-de-la-Madeleine - student exchange - Twinning Committee | 123 |
| Parlee, Irving, Henning & Co. - Dale R. Spackman - property tax penalties - Lot 6 & 7, Block 2, Plan 782-0286 | 122 |
| Payment - County council's approval - contribution - water tanker | 115 |
| Policy documentation, council - research - end of 1983 | 148 |
| Progress - centre median closure of 47 Avenue and 32 Street intersection | 148 |
| Piper Creek School - citizens of South Hill - petition | 145 |
| Parkside Holdings Ltd. - Braefield Holdings Ltd. - assignment of lease - Red Deer Industrial Airport Commission | 139 |
| Parking Commission - request for meters by Associate Clinic - 2 hour meters on north side of 47 Street between 48 and 49 Avenues | 139 |
| Pipe barrier - curb of sidewalk - library - 49 Street | 138 |
| Power rate increase - budget meeting | 167 |
| Public Utilities Board - City of Edmonton - Alberta Power - rate hearings interventions | 182 |
| Penalty for tax arrears - Lot 6 & 7, Block 2, Plan 782-0286 - Dale R. Spackman | 181 |
| Provost, Paul - application to waive utility deposit requirements - N.S.F. cheque | 181 |
| Personnel Department - Building Inspections Department - Mayor's Office - grievances - C.U.P.E. Local 417 - Fern Pare - Arnold Swanson | 178 |
| Pare, Fern - Arnold Swanson - Personnel Department , Building, Mayor's office - grievances - C.U.P.E. | 178 |
| Physically handicapped - budget meetings | 188 |
| Police Budget - budget meetings | 188 |
| Parking tickets, City policy - letter to Clarence Lacombe | 219 |
| Petition - Sara Johnson of Spruce Grove - recent TransAlta Utilities increases | 214 |

BYLAW NO. 3333/A-2006

Being a bylaw to amend Borrowing Bylaw No. 3333/2004 by increasing the borrowing authority by \$25,371,000 to a total of \$47,971,000.

Whereas:

- A. In order to complete the improvements to the existing Wastewater Treatment Plant, and because of increased construction costs, the City needs to borrow an additional \$25,371,000.

Council of The City of Red Deer, in the Province of Alberta, enacts as follows:

1. The first two preamble paragraphs of Bylaw 3333/2004 are deleted and replaced with the following two new preamble paragraphs:
- "The cost of improvements to the City's Wastewater Treatment Plant is estimated to be \$55,263,000 which the City proposes to pay for as follows:

| | |
|-------------------|---------------------|
| Reserves | \$7,292,000 |
| Debentures | <u>\$47,971,000</u> |
| Total Cost | \$55,263,000 |

To pay for completion of the project the City needs to borrow \$47,971,000 for a period not to exceed 20 years, by the issuance of debentures and on the terms and conditions referred to in this bylaw".

2. In paragraph 1, the words "TWENTY TWO MILLION SIX HUNDRED THOUSAND DOLLARS (\$22,600,000)" are deleted and replaced with the words "FORTY SEVEN MILLION, NINE HUNDRED AND SEVENTY ONE THOUSAND DOLLARS (\$47,971,000)".
3. This bylaw comes into force on the date it is passed.
- READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.
READ SECOND TIME IN OPEN COUNCIL this day of 2007.
READ THIRD TIME IN OPEN COUNCIL this day of 2007.
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Item No. 2

BYLAW NO. 3334/A-2006

Being a bylaw to amend Borrowing Bylaw No. 3334/2004 by increasing the borrowing authority by \$33,075,000 to a total of \$47,075,000, and increasing maximum borrowing term from ten to twenty years.

Whereas:

- A. In order to complete the improvements to the existing Water Treatment Plant and system, and because of increased construction costs, the City needs to borrow an additional \$33,075,000.

Council of The City of Red Deer, in the Province of Alberta, enacts as follows:

1. The first two preamble paragraphs of Bylaw 3334/2004 are deleted and replaced with the following two new preamble paragraphs:

"The cost of improvements to the City's Water Treatment Plant and system is estimated to be \$53,230,000 which the City proposes to pay for as follows:

| | |
|-------------------|---------------------|
| Reserves | \$6,155,000 |
| Debentures | <u>\$47,075,000</u> |
| Total Cost | \$53,230,000 |

To pay for completion of the project the City needs to borrow \$47,075,000 for a period not to exceed 20 years, by the issuance of debentures and on the terms and conditions referred to in this bylaw".

2. In paragraph 1, the words "FOURTEEN MILLION DOLLARS (\$14,000,000)" are deleted and replaced with the words "FORTY SEVEN MILLION AND SEVENTY FIVE THOUSAND DOLLARS (\$47,075,000)".
3. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3369/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$30,000,000 for the purpose of the Civic Office Space Development project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Civic Office Space Development project, a capital project to provide a long-term solution to staff, equipment & information management requirements at City Hall.
- B. The total cost of the project is estimated to be \$31,000,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|---------------------|
| Reserves | \$ 1,000,000 |
| Debenture(s) | <u>\$30,000,000</u> |
| Total Cost | \$31,000,000 |

- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$30,000,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Civic Office Space Development project, the sum of THIRTY MILLION DOLLARS (\$30,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Civic Office Space Development project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3370/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$10,000,000 for the purpose of the Downtown Police Building project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Downtown Police Building project, a capital project to construct a new Downtown Police Station to replace the current facility.
- B. The total cost of the project is estimated to be \$23,509,000 and the Municipality estimates the following grants and contributions will be applied to the project:
- | | |
|-------------------|---------------------|
| Provincial Grants | \$11,098,500 |
| Reserves | \$ 2,410,500 |
| Debenture(s) | <u>\$10,000,000</u> |
| Total Cost | <u>\$23,509,000</u> |
- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$10,000,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Downtown Police Building project, the sum of TEN MILLION DOLLARS (\$10,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Downtown Police Building project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Item No. 5

BYLAW NO. 3371/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$16,330,000 for the purpose of the G.H. Dawe Centre Renovation project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the G.H. Dawe Centre Renovation project, a capital project to renovate the G.H. Dawe Recreation Centre.
- B. The total cost of the project is estimated to be \$17,005,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|---------------------|
| Reserves | \$ 675,000 |
| Debenture(s) | <u>\$16,330,000</u> |
| Total Cost | \$17,005,000 |
- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$16,330,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the G.H. Dawe Centre Renovation project, the sum of SIXTEEN MILLION THREE HUNDRED AND THIRTY THOUSAND DOLLARS (\$16,330,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the G.H. Dawe Centre Renovation project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Item No. 6

BYLAW NO. 3372/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$2,000,000 for the purpose of the Golden Circle Renovations project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Golden Circle Renovations project, a capital project to renovate the Golden Circle facility.
- B. The total cost of the project is estimated to be \$2,000,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|--------------------|
| Debenture(s) | <u>\$2,000,000</u> |
| Total Cost | \$2,000,000 |
- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$2,000,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Golden Circle Renovations project, the sum of TWO MILLION DOLLARS (\$ 2,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Golden Circle Renovations project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3373/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$1,890,000 for the purpose of the Implementation of Enterprise Asset Management System project.

WHEREAS:

- A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Implementation of Enterprise Asset Management System project, a capital project to implement Enterprise Asset Management System.
- B. The total cost of the project is estimated to be \$2,965,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|--------------|--------------------|
| Reserves | \$575,000 |
| Grants | \$500,000 |
| Debenture(s) | <u>\$1,890,000</u> |
| Total Cost | \$2,965,000 |
- C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$1,890,000, for a period not to exceed 15 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.
- D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 15 years.
- E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.
- F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Implementation of Enterprise Asset Management System project, the sum of ONE MILLION EIGHT HUNDRED AND NINETY THOUSAND DOLLARS (\$1,890,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Implementation of Enterprise Asset Management System project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3375/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$24,750,000 for the purpose of the North Highway Connector project.

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the North Highway Connector Project. This capital project includes: Northland Drive & 30th Avenue Road Improvements from Gaetz Avenue to 67th Street; intersection improvements at 67th Street & 30th Avenue and construction of bridges across CN Railway and Red Deer River.

B. The total cost of the project is estimated to be \$49,800,000 and the Municipality estimates the following funding sources will be applied to the project:

| | |
|----------------|---------------------|
| Grants | \$ 150,000 |
| Offsite Levies | \$24,900,000 |
| Debenture(s) | <u>\$24,750,000</u> |
| Total Cost | \$49,800,000 |

C. In order to complete the project it will be necessary for the Municipality to borrow the sum of \$24,750,000, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the project financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the project have been or will be obtained, and the project is and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the North Highway Connector project, the sum of TWENTY FOUR MILLION AND SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$24,750,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the North Highway Connector project.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and the Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3376/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$17,350,000 for the purpose of the Sanitary Offsite Levy Projects including the following:

- Northwest Industrial Development
- 45 Avenue Sanitary Infrastructure
- Northland Drive Trunk (30th Avenue to Riverside Drive)
- Sani-Trunk Twinning (Downtown)
- Riverside Drive Trunk Twinning (67th Street to WWTP)

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Sanitary Offsite Levy Projects. Sanitary Offsite Projects are required to provide sanitary trunk service to new development and re-development areas in various parts of the City of Red Deer.

B. The total cost of the projects is estimated to be \$19,050,000 and the Municipality estimates the following funding sources will be applied to the projects:

| | |
|----------------|---------------------|
| Offsite Levies | \$ 1,700,000 |
| Debenture(s) | <u>\$17,350,000</u> |
| Total Cost | \$19,050,000 |

C. In order to complete the projects it will be necessary for the Municipality to borrow the sum of \$17,350,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the projects financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the projects have been or will be obtained, and the projects are and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Sanitary Offsite Levy Projects, the sum of SEVENTEEN MILLION THREE HUNDRED AND FIFTY THOUSAND DOLLARS (\$17,350,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Sanitary Offsite Levy Projects.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and Sanitary Offsite levies and the Municipality shall levy and raise in each year municipal taxes and offsite levies sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the projects specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3377/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$15,000,000 for the purpose of the Storm Offsite Levy Projects including the following:

- Northwest Industrial Development - Ponds & Trunk Mains
- Vanier Woods (SW2) Pond & Trunk Mains
- Sunnybrook (SE4) Pond & Trunk Mains
- 67 Street (N ½ 22) Ponds & Trunk Mains

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Storm Offsite Levy Projects. Storm Offsite Projects are required to provide storm trunk service to new development and re-development areas in various parts of the City of Red Deer.

B. The total cost of the projects is estimated to be \$15,000,000 and the Municipality estimates the following funding sources will be applied to the projects:

| | |
|--------------|---------------------|
| Debenture(s) | <u>\$15,000,000</u> |
| Total Cost | \$15,000,000 |

C. In order to complete the projects it will be necessary for the Municipality to borrow the sum of \$15,000,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the projects financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the projects have been or will be obtained, and the projects are and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Storm Offsite Levy Projects, the sum of FIFTEEN MILLION DOLLARS (\$ 15,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Storm Offsite Levy Projects.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and Storm Offsite levies and the Municipality shall levy and raise in each year municipal taxes and offsite levies sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the projects specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3378/2006

This bylaw authorizes Council of the City of Red Deer (Municipality) to incur indebtedness by the issuance of debenture(s) in the amount of \$8,040,000 for the purpose of the Water Offsite Levy Projects including the following:

- Northwest Industrial Development (Reservoir, Pump Station & Supply line)
- Riverside Drive Oversizing (67 St to Hwy 11A)

WHEREAS:

A. The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Water Offsite Levy Projects. Water Offsite Projects are required to provide water trunk service to new development and re-development areas in various parts of the City of Red Deer.

B. The total cost of the projects is estimated to be \$8,650,000 and the Municipality estimates the following funding sources will be applied to the projects:

| | |
|----------------|--------------------|
| Offsite Levies | \$ 610,000 |
| Debenture(s) | <u>\$8,040,000</u> |
| Total Cost | \$8,650,000 |

C. In order to complete the projects it will be necessary for the Municipality to borrow the sum of \$8,040,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

D. The estimated lifetime of the projects financed under this by-law is equal to, or in excess of 50 years.

E. The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$16,697,919 and no part of the principal or interest is in arrears.

F. All required approvals for the projects have been or will be obtained, and the projects are and will be in compliance with all *Acts* and *Regulations* of the Province of Alberta.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

1. That for the purpose of the Water Offsite Levy Projects, the sum of EIGHT MILLION AND FORTY THOUSAND DOLLARS (\$8,040,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Water Offsite Levy Projects.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The indebtedness is to be repaid by way of revenue raised through Municipal property tax and Water Offsite levies and the Municipality shall levy and raise in each year municipal taxes and offsite levies sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the projects specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

READ FIRST TIME IN OPEN COUNCIL this 11th day of December 2006.

READ SECOND TIME IN OPEN COUNCIL this day of 2007.

READ THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Item No. 12

BYLAW NO. 3357/O-2006

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1. That "Use District Map N19" contained within "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 10 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

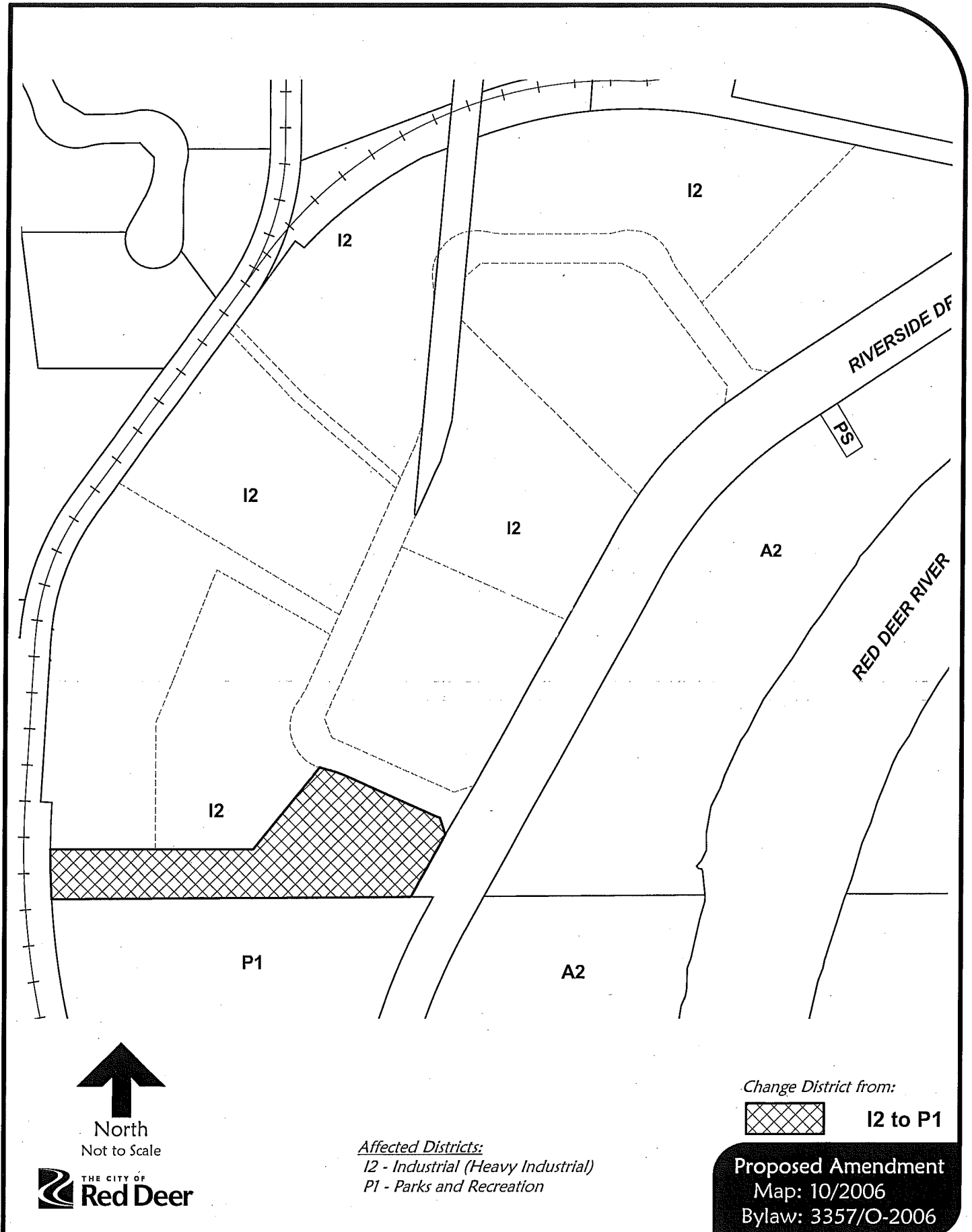
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



BYLAW NO. 3357/B-2007

Being a bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1. That "Use District Map J21" contained within "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 11 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2007.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

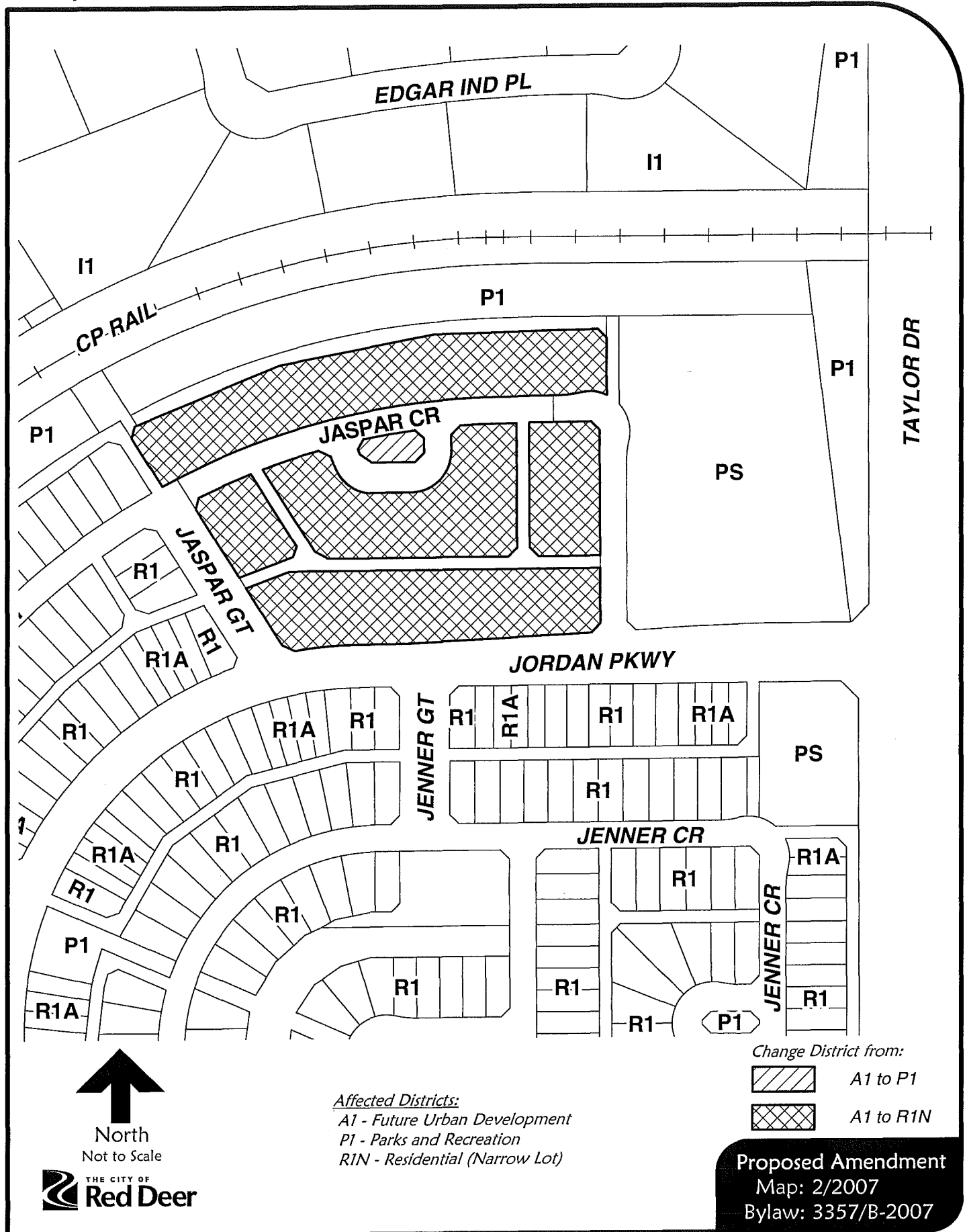
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



Item No. 14

BYLAW NO. 3357/A-2007

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

- 1 Addition to section 7.6 (2) (c) as follows:

| Property Number | Historical Site Designation Building | Street Address | Legal Description |
|-----------------|--------------------------------------|------------------------------------|-------------------------------------|
| HS-93 | Manning Residence | 4641 49th Street | Lots 45-46, Block B, Plan K8 |

- 2 Addition to section 8.22 (1) (f) as follows:

(viii) Law office subject to the low impact commercial use provisions of section 5.7 (6) on:

(1) Lots 45-46, Block B, Plan K8 (4641 - 49th Street)

- 3 The "Land Use District Map M15" contained in "Schedule A" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 1/2007 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2006.

READ A SECOND TIME IN OPEN COUNCIL this day of 2006.

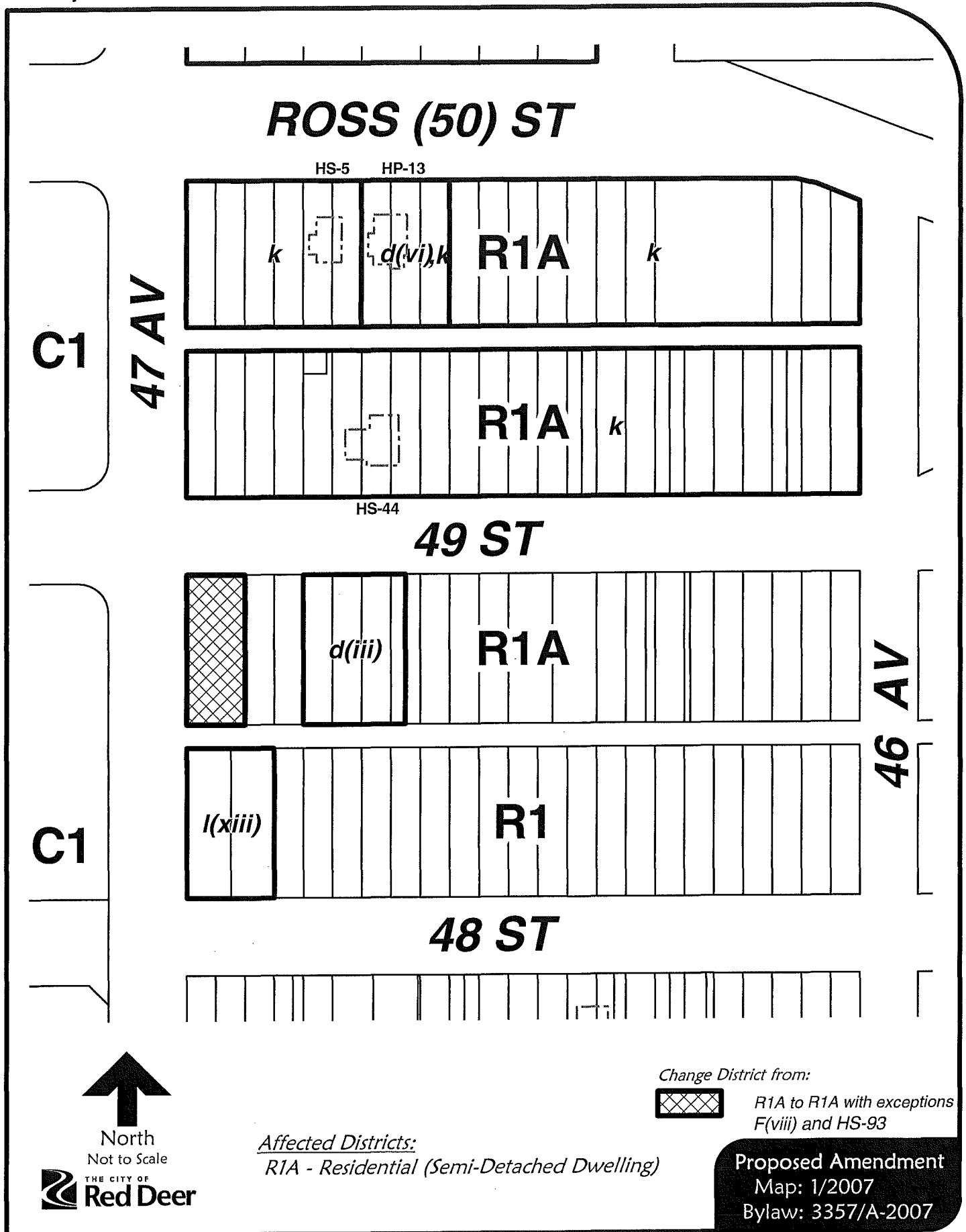
READ A THIRD TIME IN OPEN COUNCIL this day of 2006.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2006.

MAYOR

CITY CLERK

Proposed Amendment to Land Use Bylaw 3357/2006



BYLAW NO. 3379/2006

Being a bylaw to close portions of road in the City of Red Deer, as described herein.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

- 1 The following portions of roadway in the City of Red Deer are hereby closed:

“Plan 6BG

All that portion of unnamed Roadway lying West of Plan 862 1625
and east of the production Northerly of the East limit of road plan
892 0106

Excepting thereout all mines and minerals”

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.
READ A SECOND TIME IN OPEN COUNCIL this day of 2007.
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3380/2006

Being a Bylaw of The City of Red Deer to provide a uniform levy of off-site costs in respect of previously undeveloped land.

1. WHEREAS pursuant to provisions of Section 648 of the Municipal Government Act, The City may by bylaw:
 - (a) Provide for the imposition and payment of a levy to be known as an “off-site levy” in respect of land that is to be developed or subdivided, and
 - (b) Authorize an agreement to be entered into in respect of the payment of the levy.
2. An off-site levy may be used only to pay for all or part of the capital cost of any or all of the following:
 - (a) New or expanded facilities for the storage, transmission, treatment, or supplying of water;
 - (b) New or expanded facilities for the treatment, movement, or disposal of sanitary sewage;
 - (c) New or expanded storm sewer drainage facilities;
 - (c.1) New or expanded roads required for or impacted by a subdivision or development;
 - (d) Land required for or in connection with any facilities described in clauses (a) to (c.1);

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

1 This bylaw may be cited as "The Off-Site Levy Bylaw".

2 Definitions:

For the purpose of this bylaw:

(1) "Development" shall mean:

(a) a change of use of land, or an act done in relation to land that results in or is likely to result in a change in the use of the land, or

(b) a change in the intensity of the use of land or an act done in relation to land that results in, or is likely to result in, a change of the intensity of the use of the said land.

(2) "Gross Development Area" means each and every hectare or part thereof as shown on the Plan of Subdivision for a development which has been approved by the Municipal Planning Commission, including any area which may be dedicated for roads, lanes, walkways, parks, reserve parcels, schools, or any other public use.

- (3) "Net Development Area" means the area remaining after the deletion from the Gross Development Area of lands required for arterial roadways, any previously developed lands, and other undevelopable lands such as wetlands, rivers, creeks, escarpments and major utility rights of way.
- (4) "Trunk Water" means an existing or proposed water main; generally having an internal diameter of 350 mm or greater, complete with related pumping and storage facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Water Off-site Levy rate.
- (5) "Trunk Water Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Water facilities identified on Schedule "A" less the Water Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".
- (6) "Trunk Sanitary" means an existing or proposed sanitary sewer; generally having an internal diameter of 375 mm or greater, or having a depth of cover greater than 6.0 m, complete with related pumping facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Sanitary Off-site Levy rate.
- (7) "Trunk Sanitary Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Sanitary

facilities identified on Schedule "B" less the Sanitary Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "B".

- (8) "Trunk Storm" means an existing or proposed storm sewer; generally defined as having an internal diameter of 1,200 mm or greater, as well as storm water storage facilities and associated outlet piping; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Storm Off-site Levy rate.
- (9) "Trunk Storm Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Storm facilities identified on Schedule "C" less the Storm Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "C".
- (10) "Major Thoroughfare" means an existing or proposed expressway, divided arterial roadway, or undivided arterial roadway, including the land for right of way, storm drainage, traffic signals, and street lighting, that has been designated as a major thoroughfare by The City; the cost of same having been included in the calculation of the Major Thoroughfare off-site levy rate.
- (11) "Major Thoroughfare Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Major Thoroughfare

facilities identified on Schedule "D" less the Major Thoroughfare Off-site Levy revenues collected to date, plus an inflationary adjustment on current net expenditures, divided by the Net Development Area within the Basin Boundary identified on Schedule "D".

3 That from January 1, 2006 to December 31, 2006, The City of Red Deer hereby levies an off-site levy upon all land to be developed or subdivided within the areas described below and calculated as follows:

- (1) In all the area outlined in the attached Schedule "A", the sum of \$6,800 per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
- (2) In all the area outlined in the attached Schedule "B", the sum of \$9,600 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off-site Levy Rate").
- (3) In all the area outlined in the attached Schedule "C", the sum of \$31,200 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").
- (4) In all the area outlined in the attached Schedule "D", the sum of \$42,400 for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").

4 That effective January 1, 2007, The City of Red Deer hereby levies an off-site levy upon all land to be developed or subdivided within the areas described below and calculated as follows:

- (1) In all the area outlined in the attached Schedule "A", the sum of \$9,440 per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
- (2) In all the area outlined in the attached Schedule "B", the sum of \$13,190 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off-site Levy Rate").
- (3) In all the area outlined in the attached Schedule "C", the sum of \$42,710 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").
- (4) In all the area outlined in the attached Schedule "D", the sum of \$57,730 for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").

5 All levies imposed under this bylaw shall be in addition to the fee payable for development permits or building permits, and shall be paid to The City following approval of a subdivision plan and prior to the issuance of a development permit or a building permit, as the case may be.

- 6 Off-site levies imposed and collected under Bylaw 3380/2006 shall be deemed to have been imposed and collected under this Bylaw.
- 7 Bylaw 3354/2005 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this 18th day of December 2006.

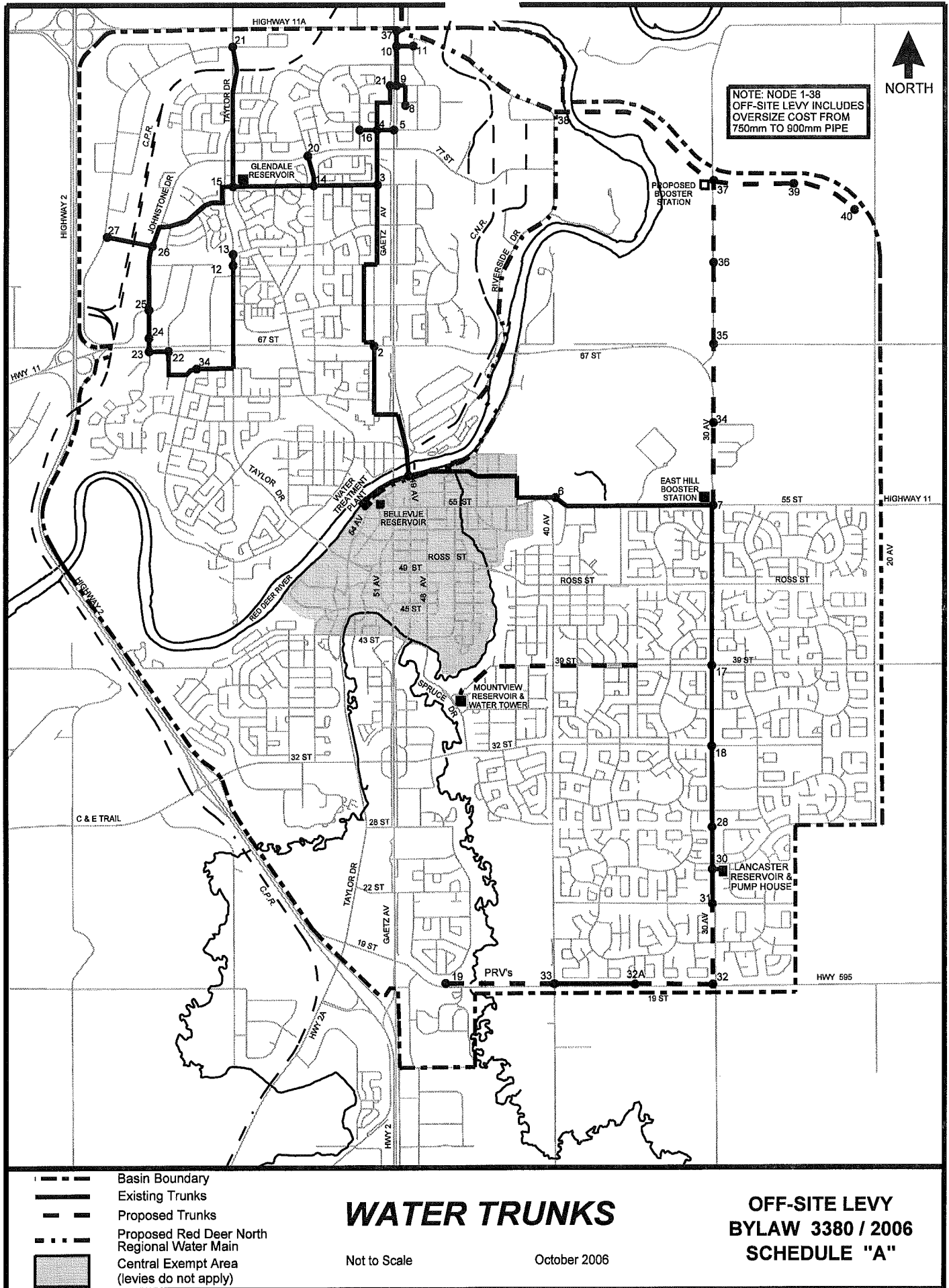
READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

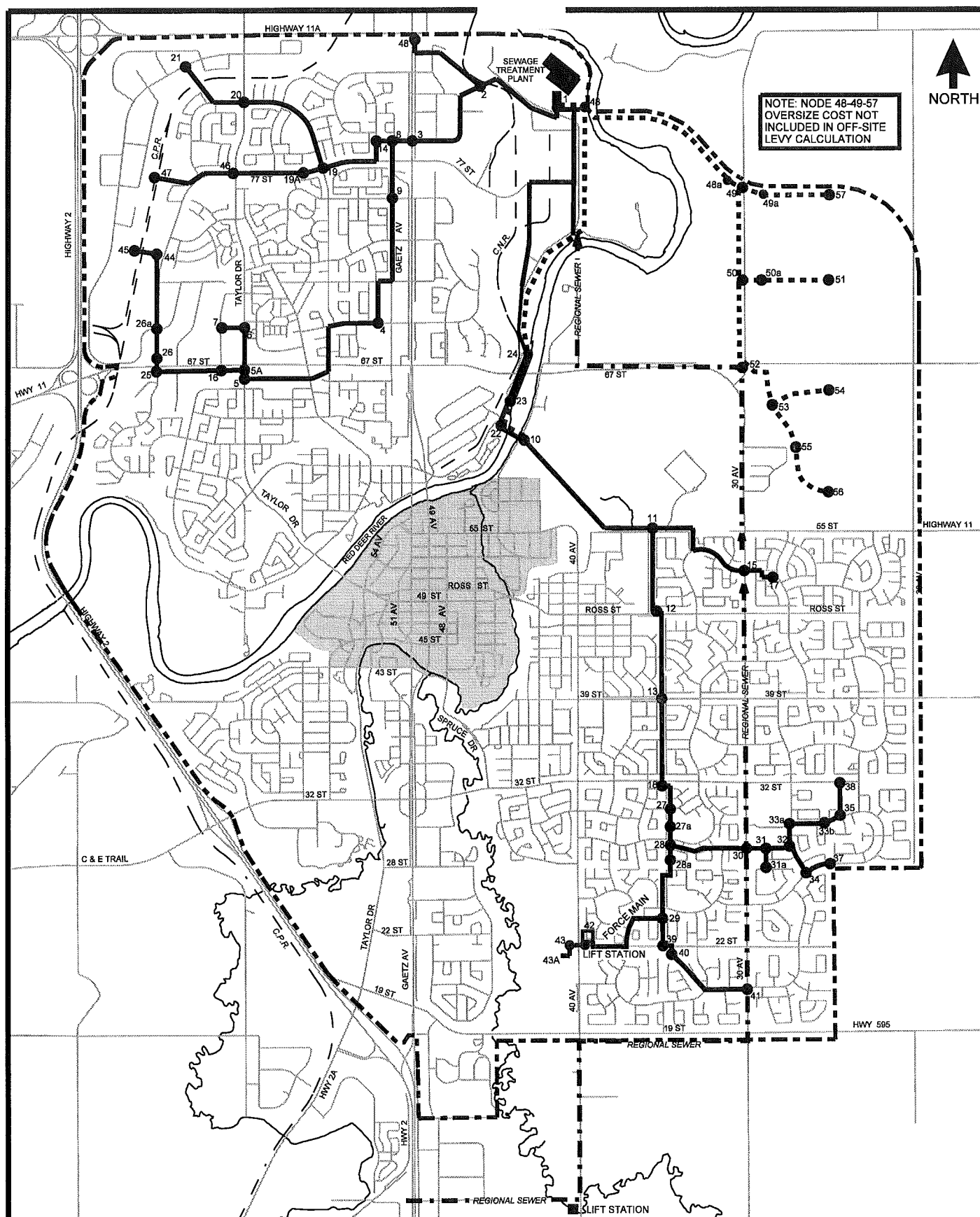
READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR




CITY CLERK





**NOTE: NODE 48-49-57
OVERSIZE COST NOT
INCLUDED IN OFF-SITE
LEVY CALCULATION**

NORTH

 Basin Boundary
 Existing Trunks
 Proposed Trunks
 Central Exempt Area
 (levies do not apply)

SANITARY TRUNKS

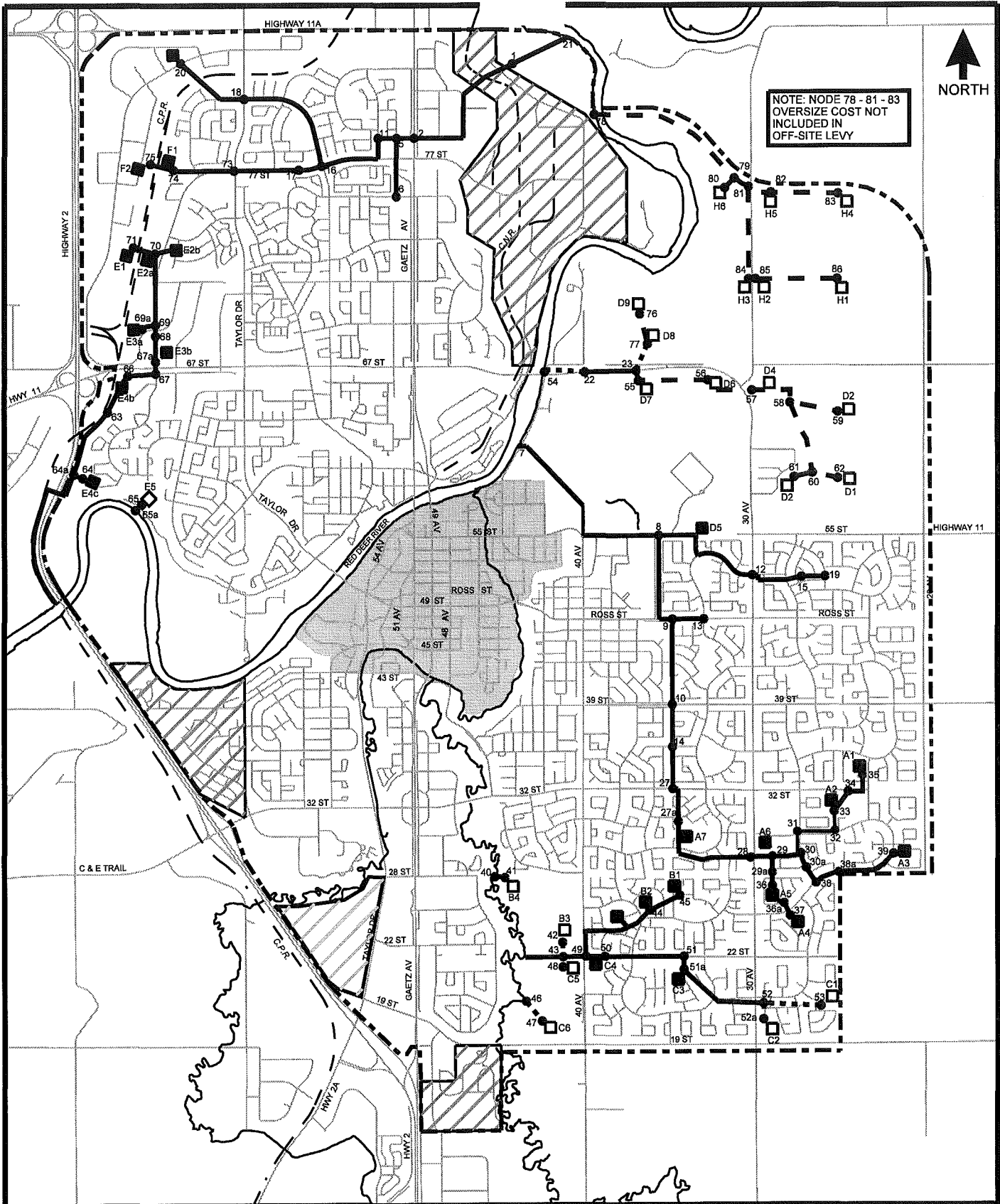
Not to Scale

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "B"**



NOTE: NODE 78 - 81 - 83
OVERSIZE COST NOT
INCLUDED IN
OFF-SITE LEVY



- Basin Boundary
- Central Exempt Area
(levies do not apply)
- Developer to construct and pay for
own outfall main; basin levy charge
not applicable
- Existing Detention Pond
- Proposed Detention Pond

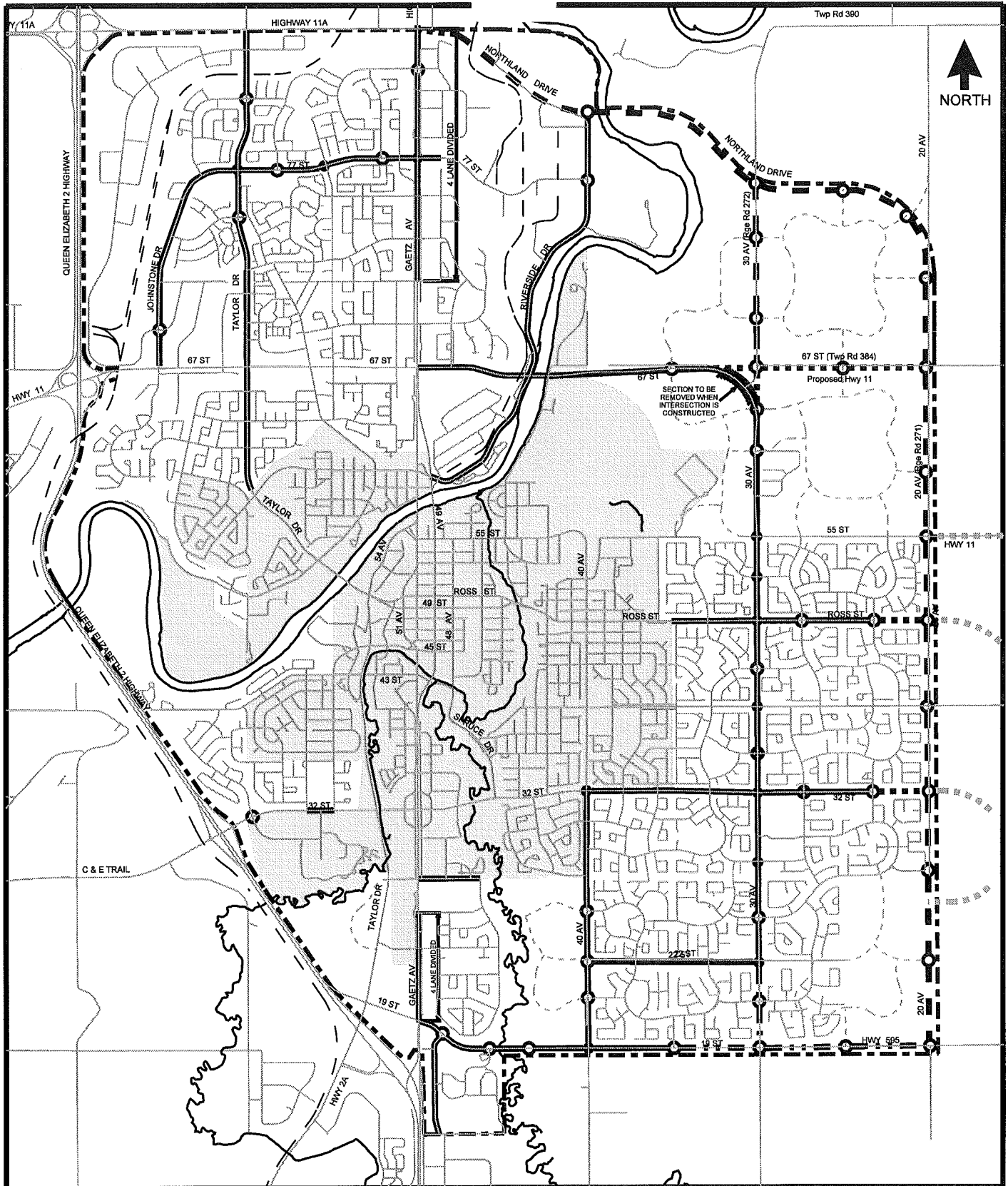
STORM TRUNKS

Not to Scale

October 2006

- Existing Trunks
- - - Proposed Trunks

OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "C"



- Basin Boundary
- Existing 4 lane road (included in levy rate)
- Proposed 4 lane road
- . - . Proposed 4 lane with 2 existing lanes
- Initial 2 lanes of 4 lane divided roadway
- - - Proposed Collector Roadway

MAJOR THOROUGHFARE LEVY

Not to Scale
Former Central Basin
(levies do not apply)

- Existing traffic lights included in offsite levy rate
- Proposed traffic lights included in offsite levy rate
- ⊗ Not funded by Levy

October 2006

**OFF-SITE LEVY
BYLAW 3380 / 2006
SCHEDULE "D"**

Item No. 17

BYLAW NO. 3381/2007

Being a bylaw to authorize the preparation of supplementary assessments within The City of Red Deer for 2007.

WHEREAS, The City of Red Deer wishes to require the preparation of supplementary assessments for improvements for the purpose of imposing a tax;

AND WHEREAS, the Municipal Government Act provides that this Bylaw must be passed before May 1 of the year that the Bylaw applies;

NOW THEREFORE Council enacts:

- 1 That a supplementary assessment shall be prepared for all improvements in 2007.

READ A FIRST TIME IN OPEN COUNCIL this day of 2007.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.

READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

BYLAW NO. 3382/2007

Being a bylaw to provide for municipal and school trustee elections in the city of Red Deer;

COUNCIL OF THE CITY OF RED DEER, ENACTS AS FOLLOWS:

Title

- 1 This bylaw may be called the "Election Bylaw".

Definitions

- 2 Except as otherwise provided for in this bylaw, the terms used in the Local Authorities Election Act (the Act), where used or referred to in this bylaw, have the same meaning as defined or provided in the Act.

- 3 In this bylaw, the following terms mean:

"Automated voting system" means an automated or electronic system designed to automatically count and record votes and process and store the election results;

"Auxiliary ballot box" means a separate compartment in the ballot box for ballot cards that have been marked by voters but not counted by the vote tabulator.

"Ballot" means the part of a printed or electronically produced ballot card on which is indicated the office to be voted on, the names of the candidates, the bylaw name and number or the questions if any, and containing the spaces in which the elector is to mark his vote;

"Ballot box" means a container for paper ballots or ballot cards that have been marked by the voters;

"Ballot card" means a paper card, in a form approved by the Returning Officer, listing the ballots to be voted on in the election;

"City" means the municipal corporation of The City of Red Deer, in the Province of Alberta;

"Council" means the Council of The City elected pursuant to the Act;

"Counting centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of election results;

"Electronic Ballot Device" means a data storage unit that records and counts votes by electronic means where a voter casts his or her vote using touch screen technology.

"Local Jurisdiction" means, and includes, The City of Red Deer, the Red Deer Public School District No. 104, and the Red Deer Catholic Regional Division #39.

"Marking instrument" means the pen or other device, approved by the Returning Officer, for use in marking ballots by the elector;

"Memory Storage Device" means a computer memory unit that plugs into the Vote Tabulator or Electronic Ballot Device that contains:

- (a) the names of the candidates for each contest;
- (b) the alternatives 'yes' and 'no' for each bylaw or question (where there is a bylaw or question); and
- (c) a secure mechanism to record and count votes;

"Register Tape" means the printed record generated from the Vote Tabulator or Electronic Ballot Device which shows:

- (a) the number of ballots received;
- (b) the number of ballots accepted;
- (c) the number of votes for each candidate; and
- (d) where there is a vote on a bylaw or question, the number of votes for and against each bylaw or question;

"Secrecy sleeve" means an open ended envelope, in a form approved by the Returning Officer, used to cover a printed ballot card to conceal the markings made on the ballot card by the elector without covering the initials of the election official;

"Vote tabulator" means a machine into which ballot cards are inserted and:

- (a) records the number of votes for each candidate; and
- (b) where applicable, records the number of votes for and against each bylaw or question.

Joint Election

- 4 The Legislative & Administrative Services Manager of The City is authorized to enter into agreements, on behalf of The City, to conduct elections on behalf of other local jurisdictions in Red Deer whose boundaries may or may not be contiguous with the City but do have areas in common.

Returning Officer

- 5 The Legislative & Administrative Services Manager of The City is appointed the Returning Officer for The City (hereinafter referred to as the "Returning Officer") for the purpose of conducting elections under the Act.

Nomination Hours

- 6 The Returning Officer will receive nominations of candidates for the local jurisdiction elections between the hours of 8:00 a.m. and 12:00 noon on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.

Receipt of Nominations

- 7 The Returning Officer may establish locations, in addition to the local jurisdiction office, where a deputy may receive nominations.

Voting Subdivisions

- 8 The Returning Officer may alter the boundaries of voting subdivisions and create additional voting subdivisions as long as the changes are made before notice of election is given.

Ballots

- 9 Following nomination day, the Returning Officer will ensure sufficient ballots and ballot cards are printed and/or prepared electronically.

Form of Ballot

- 10 The form of the ballot will be established by the Returning Officer.

Voting Hours

- 11 (1) Every voting station will be kept open continuously on election day and during the advance vote from 10 am until 8 pm.
- (2) The Returning Officer may alter voting hours to correspond with hours established in areas where The City partners in the conduct of the Red Deer Catholic Regional Division #39 election of trustees.

Advance Voting

- 12 An advance vote may be held on any vote held in an election for the local jurisdiction.
- 13 The advance vote will be held on the dates and times set by the Returning Officer.
- 14 An electronic ballot device will be used to conduct the advance vote.
- 15 A deputy will:
- (a) explain the voting procedures for the electronic ballot device;
 - (b) take the voter to the voting compartment
 - (c) activate the electronic ballot device by loading the correct ballot into the unit; and
 - (d) leave the voting compartment.

- 16 The voter may only vote by selecting a candidate's name (or candidates, where there is more than one vacancy) and where there is a vote on a bylaw or question, beside "yes" or "no".
- 17 Once a voter has pressed the "vote" button and cast the ballot, a replacement ballot shall not be issued.
- 18 In the event that a voter leaves the voting station without pressing the "vote" button to cast the ballot, the deputy will cancel the ballot and it will be recorded as a rejected ballot.
- 19 At the end of each day of an advance vote the presiding deputy will place the electronic ballot device into a protective lock mode and physically lock each electronic ballot device.
- 20 The electronic ballot device will be closed and sealed at the close of the advance vote and will remain like that until opened for the tabulation of results on election day.

Vote by Special Ballot

- 21 A vote by special ballot will be provided for those electors who are unable to vote at an advance vote or at the voting station on election day because of
- a) physical incapacity,
 - b) absence from the local jurisdiction, or
 - c) being a returning officer, deputy returning officer, constable, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence.
- 22 (1) Applications for special ballots will be accepted at any time between July 1 in the year of an election and the closing of voting stations on election day.
- (2) The Returning Officer will set dates for receipt of applications for special ballots in the event of a by-election or a vote held on a question, other than that held in conjunction with a general election.

- 23 At the close of voting on election day, the deputy supervising the special ballot box and one other deputy designated by the presiding deputy will immediately deliver the sealed ballot boxes to the counting centre for counting.

Incapacitated Elector at Voting Station

- 24 The electronic ballot device with an audio ballot feature is provided as a blind voter template to allow for the vote of a blind elector at the advance vote held within the local jurisdiction of the city of Red Deer.

Incapacitated Elector at Home

- 25 If a voter is unable to attend at a voting station because of physical incapacity or mobility limitations, that voter may request, at least 48 hours before the end of the advance vote period, to have a deputy attend at the voter's residence in order to take the vote of the voter.
- 26 If the Returning Officer is satisfied that the voter is unable to attend at a voting station due to physical incapacity or mobility limitations, the Returning Officer will:
- (a) advise the voter that the request has been accepted;
 - (b) appoint two deputies to attend at the voter's residence; and
 - (c) inform the voter of the date and approximate time that the deputies will attend the residence.
- 27 The ballot boxes used in the incapacitated elector at home vote will be closed and sealed upon the completion of the incapacitated elector at home vote and will remain like that until opened for the counting of ballots on election day.

Institutional Voting Stations

- 28 The Returning Officer is authorized to designate the location of one or more institutional voting stations for an election.
- 29 Date(s) and time(s) of the institutional vote will be posted at the institution at least two days before the vote is to be taken.

- 30 The deputies, accompanied by an official of the institution, may attend with a ballot box on those patients or residents confined in their rooms, and take the votes of any of those patients or residents who express a desire to vote.
- 31 The ballot boxes used in the institutional vote will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on election day.

Automated Voting System

- 32 The taking of votes of the electors and the tabulation of election results on any question or in any election conducted by The City may be done by means of an automated voting system, as directed by the Returning Officer.
- 33 In the event that an automated voting system is used in the election, the Returning Officer will:
- (a) satisfy himself, prior to the date of the election, that the automated voting system has been pre-tested and is accurate and in good working order; and
 - (b) take whatever reasonable safeguards may be necessary to secure the automated voting system and any part thereof, including the vote tabulators and the ballot boxes from unauthorized access, entry, use, tampering, or any unauthorized use of the ballot cards or tabulated results.
- 34 Notwithstanding anything in this bylaw, in the event of:
- (a) a malfunction of an automated voting system;
 - (b) the unavailability of an automated voting system or any of its components;
 - (c) a defect in the ballots or ballot marking pens; or
 - (d) anything related to the operation of an automated voting system or any of its components;

the Returning Officer may make any directions that he or she thinks necessary or desirable with respect:

- (e) to the voting procedures to be used;
- (f) to the taking of votes;
- (g) for the counting of the votes; and
- (h) where required, for a recount.

Voting Procedures

- 35 Each elector eligible to vote shall be given:
- (a) the ballot card(s) that the elector is eligible to receive and that has been initialled by a deputy;
 - (b) a secrecy sleeve; and
 - (c) if requested, an explanation of the voting procedures.
- 36 Upon receiving the ballot card(s) and secrecy sleeve, the elector will proceed to the voting compartment to vote.
- 37 While the elector is in the voting compartment, the elector will mark the ballots only with the marking instrument provided in the compartment, by completing the arrow pointing to his choice of candidate or, where there is more than one vacancy, the candidates of the elector's choice. Where the ballot includes a bylaw or question, the elector will mark his vote within the portion of the ballot containing the affirmative or negative, or containing the for or against, whichever way he decides to vote by completing the arrow pointing to his choice.
- 38 After the elector has finished marking the ballot card and has completed his voting, he shall immediately:
- (a) insert the ballot card into the secrecy sleeve without showing the markings on the ballot card to anyone and without folding the ballot card; and
 - (b) leave the voting compartment and deliver the secrecy sleeve, containing the ballot card, to the deputy supervising the ballot box and/or the vote tabulator.

- 39 The Deputy at the ballot box and or the vote tabulator must:
- (a) ensure that the ballot card was initialled by a Deputy; and
 - (b) insert the ballot card directly from the secrecy sleeve into the ballot box and/or vote tabulator, ensuring that the ballots are not exposed.

Spoiled Ballot Card

- 40 (1) If a voter has made a mistake when marking a ballot, the voter may return the ballot card to the designated deputy.
- (2) The designated deputy must issue a new ballot card to a voter and mark the ballot card 'SPOILED' if the designated deputy is satisfied the voter made a mistake.
- 41 (1) If a ballot card is rejected by the vote tabulator, the deputy at the ballot box must advise the voter to request another ballot card.
- (2) If the voter requests another ballot card, the designated deputy must issue a new ballot card to the voter and mark the returned ballot card 'SPOILED.'
- 42 If the voter refuses to request another ballot card, the deputy at the ballot box must mark the ballot card with the word 'REJECTED.'
- 43 (1) Spoiled ballot cards must be retained and kept separately from all other ballot cards.
- (2) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Vote Tabulator Failure

- 44 If the automated ballot counting system fails to work or stops working, the deputy at the ballot box must insert into the auxiliary ballot box all ballot cards delivered by voters while the vote tabulator is not working.
- 45 Notwithstanding sections 32 to 35, the Returning Officer may establish such other procedures as required to facilitate an electronic vote.

- 46 The voting procedure prescribed in this bylaw will, during an advance vote and an institutional vote, as far as is practicable, apply and may be modified as may be necessary upon the direction of the Returning Officer.
- 47 Each elector must follow the voting procedures as set out in this bylaw and as posted in the voting station, and upon the deposit of his or her ballot card into the ballot box, the elector shall leave the voting station.

Vote on a Bylaw or Question

- 48 Unless otherwise specified by statute or decided by council, a vote on any bylaw or question will be held in conjunction with a general municipal election.

Sealing of Ballot Boxes

- 49 (1) Prior to the removal of the ballot box(es) from any voting station, the ballot box(es) containing the used ballot cards shall be:
- (a) closed and sealed with the presiding deputy's seal so that it cannot be opened without breaking the seal; and
 - (b) marked on the outside with the voting station name and number.
- (2) Electronic equipment used to acquire electronic votes is deemed to be a sealed ballot box.
- (3) The electronic ballot device(s) used in the advance vote will be closed and sealed upon the completion of voting of the advance vote and will remain like that until opened for the counting of ballots on election day.
- (4) The ballot boxes used in the incapacitated elector at home vote will be closed and sealed upon the completion of the incapacitated elector at home vote and will remain like that until opened for the counting of ballots on election day.
- (5) The ballot boxes used in the institutional vote will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on election day.
- (6) The Returning Officer may direct that the sealed ballot boxes be delivered to the counting centre until they are opened for the counting of ballots, or

may make any other direction deemed necessary for the storage and disposition of said ballot boxes

Post Vote Procedures

- 50 (1) Relative to automated ballot counting systems, immediately after the close of the voting station, the presiding deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:
- (a) insert any ballot cards from the auxiliary ballot box into the vote tabulator;
 - (b) secure the vote tabulator so that no more ballot cards can be inserted;
 - (c) produce the required number of copies of the register tape as directed by the Returning Officer;
 - (d) together with another deputy, certify the register tapes as directed by the Returning Officer;
 - (e) package and seal all voted ballot cards and place them into the ballot transfer container(s);
 - (f) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in the ballot transfer container(s) along with the voting register and all statements;
 - (g) seal and initial the ballot transfer container(s) and ensure that it is ready to be delivered to the Returning Officer;
 - (h) ensure that the deputy supervising the ballot box and one other deputy designated by the presiding deputy report the results to the Returning Officer by immediately delivering the vote tabulators, complete with memory cards to the counting centre;
- (2) Relative to non-automated ballot counting systems, immediately after the close of the voting station, the presiding deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:

- (a) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in an empty ballot box(es) along with the voting register and all statements;
 - (b) seal and initial the ballot boxes and ensure that they are ready to be delivered to the Returning Officer; and
 - (c) ensure that the deputy supervising the ballot box and one other deputy designated by the presiding deputy immediately deliver the sealed ballot boxes to the counting centre for counting.
- (3) After the close of the voting station, the presiding deputy will personally, as soon as is practicable, deliver to the Returning Officer the ballot account and in a sealed box, the counted unused ballot cards, the spoiled ballot cards, together with the voting register and all statements.
- (4) The Returning Officer may also require that results be reported by telephone.
- (5) The presiding deputy shall not permit more than one candidate or his or her agent, or more than one agent of either side of a vote on any bylaw or question to be present at the same time after the voting station is closed.

Ballot Counting

51 The deputy supervising at the counting centre will:

- (a) receive all sealed ballot boxes containing used ballots and all vote tabulators containing votes and record for each the time of arrival and the voting station name and number in a check-in book and initial each entry;
- (b) immediately after 4:00 p.m. on election day, if provided for by the Returning Officer, in the presence of at least one and any additional officers that the Returning Officer considers necessary, ensure that the ballot boxes referred to in Sections 20, 27 and 31 are opened, and cause the ballots to be counted by inserting the ballot cards through the vote tabulator;
- (c) if the vote tabulator rejects the ballot, and a vote, though incorrectly marked on a ballot clearly indicates for whom or what the voter intended to vote:

- (i) a duplicated ballot may be prepared in the presence of two deputies to reflect the intent of the elector, and the word "DUPLICATE" shall be marked on the ballot, and the word "ORIGINAL" shall be marked on the incorrectly marked ballot; and
 - (ii) the duplicated ballot will be assigned a number which will also be recorded on the incorrectly marked ballot and the duplicated ballot will be inserted into a vote tabulator to be counted.
- (d) upon completion of the ballot count for each individual ballot box, place the counted ballot cards into the ballot box, and close and seal the ballot box;
- (e) ensure that no result totals are generated prior to 8:00 p.m. on election day;
- (f) after 8:00 p.m. on election day, activate the vote tabulator(s) to produce one (1) copy of the tally register tape for each voting subdivision, or such other number as may be directed by the Returning Officer, and as soon as is practicable, deliver to the Returning Officer the tally register tapes and the sealed ballot boxes containing the counted ballot cards.

Rejected Ballot Card

- 52 (1) A rejected ballot will not be counted. A ballot is rejected if:
- (a) the ballot card does not bear the initials of the deputy;
 - (b) more votes are cast on the ballot than an elector is entitled to cast;
 - (c) the ballot card is torn, defaced or otherwise dealt with by an elector so that he or she can be identified;
 - (d) no vote is cast by an elector or the ballot has not been marked sufficiently for the vote tabulator to discern a vote;
 - (e) a ballot has been marked outside of the space indicated on the ballot for the placing of a mark;
 - (f) a ballot that is rejected or returned by the vote tabulator or that cannot be read by the vote tabulator or deputy.

- (2) The deputy must mark any such ballot card with the word 'REJECTED.'
- (3) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Recount

- 53 If the Returning Officer makes a recount, pursuant to the Act, the ballots shall be recounted by the automated voting system.

Disposition of Election Material

- 54 (1) Upon the completion of the tabulation of the election results, the Legislative & Administrative Services Manager shall retain the voting registers, the ballot boxes with their seals unbroken, and the programs and the memory cards of the automated voting system for six (6) weeks from the date of voting.
- (2) After six weeks from the date of voting the Returning Officer will ensure that all voter registers and used ballots are destroyed and that any information retained on memory cards is cleared.

Transitional

- 55 Bylaw 3322/2004 is repealed.

READ A FIRST TIME IN OPEN COUNCIL this day of 2007.

READ A SECOND TIME IN OPEN COUNCIL this day of 2007.






































READ A THIRD TIME IN OPEN COUNCIL this day of 2007.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2007.

MAYOR

CITY CLERK

FORM OF BALLOT

| CITY OF RED DEER GENERAL ELECTION OCTOBER | | Deputy's Initial |
|--|--|------------------|
| To Vote, completely fill in the arrow(s)  | | |
| Pointing to your choice like this:  | | |
| Use Only The Special Pen Provided | | |
| For the Office of (Vote for a Maximum of One (1) Candidate) | For the Office of (Vote for a Maximum of Eight (8) Candidates) | |
| CANDIDATE'S Name  | CANDIDATE'S Name  | |
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*ADDITIONAL
AGENDA*



FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, JANUARY 15, 2007

COMMENCING AT *3:00 P.M.*



Page #

(1) **REPORTS**

1. Land & Economic Development Manager – Re: *Option to Purchase NE 26-38-27-W4*

..1

Memo

Date: January 12, 2007
To: Kelly Kloss, City Clerk
From: Howard Thompson, Land & Economic Development Manager
Re: **Option to Purchase NE 26-38-27-W4**

The City of Red Deer received approval from the City Manager, as per Council Policy 4513, to enter into an Option Agreement in November 2006 for the purchase of the above quarter section for future residential purposes. One of the executive limitations of this policy requires City Council approval prior to exercising the option, which is due on January 17th, 2007.

The structure of the Option Agreement is somewhat different than our standard agreements in that if the City exercises the option, it then converts to a conditional Purchase Agreement. The option fee and deposit would become non-refundable and applicable to the purchase price; and the City would have until March 15th, 2007, or a later date in the year if extended, to remove our conditions before finalizing the sale. City Council approval for the purchase is included as one of the conditions and, subject to successful discussions to extend the condition period, this item would be brought back to Council for consideration prior to completing the purchase.

Financial Implications:

A budget for option fees and deposits was approved as part of our department's operating budget for Land Bank Management and Subdivision Development in 2006 and \$500,000 is included as a line item (297.7911) in the 2007 budget for various land matters. Due to the timing of this option before the 2007 operating budget is approved, this self funding budget item requires Council approval.

Recommendation:

That City Council:

1. Authorizes the Acting City Manager to exercise the option for the NE 26-38-27-W4, subject to final negotiations on or before the Option Date, and
2. Allocates \$500,000 in the 2007 budget for option fees and deposits in Land Bank Management and Subdivision Development.



Howard Thompson, Ec.D.
Land & Economic Development Manager

c. Paul Goranson, Director of Development Services

Comments:

I agree with the recommendations of the Land & Economic Development Manager.

“Colleen Jensen”
Acting City Manager

Council Decision – January 15, 2007

Legislative & Administrative Services

DATE: January 16, 2007
TO: Howard Thompson, Land & Economic Development Manager
FROM: Kelly Kloss, Legislative & Administrative Services Manager
SUBJECT: Option to Purchase NE 26-38-27-W4

Reference Report:

Land & Economic Development Manager, dated January 12, 2007

Resolution:

"Resolved that Council of the City of Red Deer having considered the report from the Land & Economic Development Manager, dated January 12, 2007, re: Option to Purchase NE 26-38-27-W4, hereby:

1. Authorizes the Acting City Manager to exercise the option for the NE 26-38-27-W4, subject to final negotiations on or before the Option Date, and
2. Allocates \$500,000 in the 2007 Budget for option fees and deposits in the Land Bank Management and Subdivision Development Account."

Report Back to Council: No
Kelly Kloss
Manager

/chk

c Acting City Manager
Director of Development Services
M. Bovair, Financial Analyst



*ADDITIONAL
AGENDA*



FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, JANUARY 15, 2007

COMMENCING AT *3:00 P.M.*



Page #

(1) **REPORTS**

1. Labour Relations Coordinator – Re: *2007 Amalgamated
Transit Union Local 1374 Collective Agreement Ratification* . . 1

Personnel

DATE: January 15, 2007

TO: City Clerk

FROM: Rachelle Stenhouse, Labour Relations Coordinator
Marge Wray, Personnel Manager

SUBJECT: ATU Local 1374 Memorandum of Agreement in the Negotiations of the Collective Agreement Expiring December 31, 2006.

EXECUTIVE SUMMARY

On September 1, 2006, The City of Red Deer was served notice by ATU Local 1374 to commence Collective Bargaining to renew the Collective Agreement expiring on December 31, 2006.

The Bargaining Committee for The City of Red Deer entered into negotiations for the renewal of the collective agreement on Tuesday, December 12, 2006. Negotiations were concluded on Friday, December 15, 2006 with the signing of a Memorandum of Agreement.

The Memorandum of Agreement was presented to ATU Local 1374 members on Wednesday, December 20, 2006 and was successfully ratified.

NON-MONETARY ITEMS

The bargaining committees negotiated language changes in the collective agreement which address many of the issues that impact the work environment with respect to scheduling. Specifically, guaranteed hours for full-time operators and the assignment of work.

The parties negotiated the addition of Casual employees into the bargaining unit. This improvement will assist with retention and provide greater flexibility with respect to the filling of work.

In addition, there were a number of housekeeping items that the parties addressed during bargaining.

MONETARY ITEMS

January 1, 2007 – 6% Annual Wage Adjustment to all classifications
January 1, 2008 – 1.5% Annual Wage Adjustment to all classifications
July 1, 2008 – 1.25% Annual Wage Adjustment to all classifications

The parties also reached agreement on amending the current overtime premium from 1.5 to 2.0 times the regular hourly wage.

RECOMMENDATION

The bargaining committee for The City of Red Deer respectfully recommends that City Council approve the Memorandum of Agreement signed on December 15, 2006.

Comments:

We agree with the recommendation of Administration.

"Lynne Mulder"
Deputy Mayor

"Colleen Jensen"
Acting City Manager

Legislative & Administrative Services

DATE: January 16, 2007

TO: Rachelle Stenhouse, Labour Relations Coordinator
Marge Wray, Personnel Manager

FROM: Kelly Kloss, Legislative & Administrative Services Manager

SUBJECT: ATU Local 1374 Memorandum of Agreement in the Negotiations of the
Collective Agreement Expiring December 31, 2006

Reference Report:

Labour Relations Coordinator and Personnel Manager, dated January 15, 2007

Resolution:

"Resolved that Council of the City of Red Deer having considered the report from the Personnel Manager and the Labour Relations Coordinator, dated January 15, 2007, hereby approves the Memorandum of Agreement with the Amalgamated Transit Union as ratified by Amalgamated Transit Union Local 1374 on December 20, 2006 and as presented to Council on January 15, 2007."

Report Back to Council: No
Kelly Kloss
Manager

/chk

Back up

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

**SUMMARY OF MEMORANDUM OF SETTLEMENT FOR THE NEW
COLLECTIVE AGREEMENT EFFECTIVE JANUARY 1, 2007
EXPIRING DECEMBER 31, 2008**

-between-

THE CITY OF RED DEER

-and-

THE AMALGAMATED TRANSIT UNION LOCAL 1374

Prepared for the City Clerk

Submitted by Rachelle Stenhouse, Labour Relations Coordinator and Marge Wray,
Personnel Manager

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RECOMMENDATION

The bargaining committee for The City of Red Deer respectfully recommends that City Council approve the Memorandum of Agreement signed on December 15, 2006.

MONDAY, JANUARY 15, 2007 COUNCIL MEETING - REVISED*

PROCEDURES:

1. Call the meeting to order and welcome people who are in attendance and the viewing public.
2. Confirm Council Minutes of December 18, 2006.

SCHEDULED ITEMS:

| | | |
|-----------|--------------------|--|
| 3:00 P.M. | Page of Agenda: 86 | Red Deer Curling Centre Request - Resolution No. 5 |
| 3:20 P.M. | Page of Agenda: 46 | 2007 Municipal Election Bylaw 3382/2007 - Three Readings of the Bylaw |
| 3:30 P.M. | Page of Agenda: 69 | Land Use Bylaw Amendment 3357/B- 2007 – Johnstone Crossing Neighbourhood – Phase 8 – City of Red Deer -First Reading of the Bylaw |
| 3:40 P.M. | Page of Agenda: 73 | Land Use Bylaw Amendment 3357/A- 2007 – Parkvale - Allow a Law Office and Designation as Historically Significant - First Reading of the Bylaw |
| 3:50 P.M. | Page of Agenda: 3 | 2006/2007 Off-Site Levy Bylaw 3380/2006 -Second and Third Readings of the Bylaw |
| 4:00 P.M. | Page of Agenda: 24 | 2007 Supplementary Assessment Bylaw 3381/2007 -Three Readings of the Bylaw |

| | | |
|-----------|--------------------|---|
| 4:10 P.M. | Page of Agenda: 26 | Intervener Status – City of Calgary and Town of Claresholm – 2007 Equalized Assessment Appeals -Resolution No. 1 |
| 4:20 P.M. | Page of Agenda: 42 | Resolutions for 2007 FCM Annual Convention (June 1 – 4, 2007, Calgary) -Resolution No. 3 |

UNSCHEDULED ITEMS: (To be fit in before supper or after the Public Hearings)

| | |
|--------------------|--|
| Page of Agenda: 84 | Appointment of new City Manager - Resolution No. 4 |
| Page of Agenda: 93 | Red Deer Public School District – Possible Closure of Pines School - Resolution No. 6 |
| Page of Agenda: 1 | Borrowing Bylaws for Capital Projects: -Bylaw 3333/A-2006 – Wastewater Treatment Plan -Bylaw 3334/A-2006 – Water Treatment Plant -Bylaw 3369/2006 – Civic Office Space Development -Bylaw 3370/2006 – Downtown Police Building -Bylaw 3371/2006 – G.H. Dawe Centre Renovations -Bylaw 3372/2006 – Golden Circle Renovation -Bylaw 3373/2006 – Implementation of Enterprise Asset Management System -Bylaw 3375/2006 – North Highway Connector Project -Bylaw 3376/2006 – Sanitary Offsite Levy Project -Bylaw 3377/2006 – Storm Offsite Levy Project -Bylaw 3378/2006 – Water Offsite Levy Project Second and Third Readings of the Bylaws |

*** * * SUPPER BREAK – (Saro’s) * * ***

PUBLIC HEARINGS: (Public Hearing Process Outlined on Last Page)

| | | |
|------------------|-------------------------------|---|
| 6:00 P.M. | Page of the Agenda: 16 | Public Hearing: 2nd & 3rd Readings of Road Closure Bylaw 3370/2006 |
| 6:05 P.M. | Page of the Agenda: 19 | Public Hearing: 2nd & 3rd Readings of Land Use Bylaw Amendment 3357/O-2006 |

SCHEDULED ITEMS – continued

| | | |
|------------------|-------------------------------|--|
| 6:10 P.M. | Page of the Agenda: 29 | Downtown Business Association’s 2007 Budget -Resolution No. 2 |
|------------------|-------------------------------|--|

ADDITIONAL AGENDAS:

| | |
|--------------------------------------|--|
| Add to the Agenda | Resolution No. 7 |
| Page of Additional Agenda: 1 | Ratification of Amalgamated Transit Union Memorandum of Agreement -Resolution No. 1 (Additional Agenda) |
| *Page of Additional Agenda: 1 | Option to Purchase NE 26-38-27-W-4 - Resolution No. 2 (Additional Agenda) |

MOTION TO COMMITTEE OF THE WHOLE:

Revert to open meeting

ADJOURNMENT:

| | |
|---------------------|---|
| Adjournment: | Ask for a motion to adjourn the Council Meeting. |
|---------------------|---|

.....

PUBLIC HEARING PROCESS

- 1. Ask Planner to present the Bylaw**
- 2. Declare "Open" the Public Hearing**
- 3. Ask if there is anyone in Chambers to speak for or against the Public Hearing.**
- 4. After all speakers are done, declare the Public Hearing closed.**
- 5. Give the Bylaw second and third readings.**

**** Continuation of Topics for Discussion Meeting after the regular Council Meeting – if needed.**